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|  | TEXAS BEHAVIORAL HEALTH EXECUTIVE COUNCIL  1801 Congress Ave., Ste. 7.300  Austin, Texas 78701  Tel.: (512) 305-7700  www.bhec.texas.gov | For Agency Use Only |

**REQUEST FOR WRITTEN VERIFICATION OF LICENSURE**

**TO STATE LICENSING BOARD (OR OTHER REGULATORY AGENCY)**

*This form must be used if you are requesting verification be sent directly to another regulatory agency.*

Requestor Contact Information:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mailing Address for Recipient Licensing Board or Regulatory Agency:**

Agency Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Person for Whom Written Verification of Licensure is Requested:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

License No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ License Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**The fee for written verification of licensure to a licensing board or regulatory agency is $50 per license.**

**All orders must be accompanied by payment in the correct amount. Orders accompanied by an incorrect payment amount will not be processed, and will be returned to the requestor.**

**Payment may be made by cash, personal check, cashier’s check, or money order. The Council does not accept credit cards. Please make your payment payable to “TBHEC.”**

**Should you have any questions about this form, or need assistance in making your request, please contact the Council’s Public Information Officer at the number listed above.**