



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
DEPARTMENT OF STATE  
DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: DPR.DELAWARE.GOV

## WRITTEN LICENSE VERIFICATION REQUEST FORM

### 1. REQUESTER INFORMATION

First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
Organization Name: \_\_\_\_\_  
Requestor Phone: \_\_\_\_\_  
Requestor Email: \_\_\_\_\_

Street: \_\_\_\_\_  
PO Box: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_

### 2. LICENSEE INFORMATION

#### If licensee is a person:

First Name: \_\_\_\_\_  
Family Name: \_\_\_\_\_  
Social Security Number: \_\_\_\_\_  
Profession: \_\_\_\_\_  
License Number: \_\_\_\_\_

#### If licensee is a business or organization:

Name: \_\_\_\_\_  
Location: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
License Number: \_\_\_\_\_

### 3. ADDRESS WHERE WRITTEN VERIFICATION IS TO BE MAILED

Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
PO Box: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_

### 4. TYPE OF VERIFICATION (*Check one*)

- Standard Verification** (*Includes license status, expiration date and disciplinary history*) - **\$16.00**
- Accountancy CPA Exam Scores** (*CPA Exam Score verification is available only to persons who hold Delaware Accountancy Permits or Certificates. All others must submit a [score verification request](#) to the National Association of State Boards of Accountancy (NASBA) at [mshin@nasba.org](mailto:mshin@nasba.org)*) - **\$27.00**
- Cosmetology/Barbering Exam Scores or School Hours** - **\$27.00**
- Pharmacy Internship Hours** - **\$27.00**
- Real Estate Licensure History** - **\$27.00**

**5. In addition to mailing the written verification, we will email or fax it in advance. If you wish this additional service, check one:**

- Email** - If checked, enter email address: \_\_\_\_\_
- Fax** - If checked, enter fax number: \_\_\_\_\_

**Mail your request to the address above.**

**VERIFICATION REQUESTS RECEIVED WITHOUT THE CORRECT PAYMENT WILL BE RETURNED.**