



**TEXAS BEHAVIORAL HEALTH
EXECUTIVE COUNCIL**

333 Guadalupe St., Ste. 3-900
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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.: _____

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.