

State of New Hampshire Office of Professional Licensure & Certification

7 Eagle Square, Concord NH 03301 Phone: 603-271-2152

HOW TO VERIFY A LICENSE

Please note the following resources are available for license verification:

- 1. Use our Licensee Search/Lookup option:
 - o Go to our OPLC website: www.oplc.nh.gov
 - Select "License Search"



2. Search Board Actions

Select "The Boards"



- o From the "Find a Board" page, select the applicable profession/Board
- o Go to "Board Information"
- o Select "Board Actions"



3. Submit a Written Request for Verification (\$10 Fee Required)

- Please use request form on next page (below)
- Verifications are sent by email only.
- OPLC does not complete forms requested by other States or organizations.

If you have any questions or need additional assistance, please call 603.271.2152 to speak with one of our customer support representatives. Our office hours are Monday thru Friday, 8am-4pm (excluding holidays).



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REQUEST FOR VERIFICATION OF LICENSURE

| Please complete this section regarding the Licensee and License | |
|---|---------------|
| Licensee – First and Last Name: | |
| License Number: | |
| License Profession/Board: | License Type: |
| | |
| Please complete this section regarding the Requestor | |
| Name (Individual or Business): | |
| Phone Number: | |
| Email Address: | |

PLEASE NOTE

- \$10.00 processing fee is required.
- Acceptable forms of payment: Bank Check or Money Order Payable to Treasurer, State of NH
 - o Personal or business checks, credit cards, or cash will not be accepted.
- Processing times may vary.
- Verifications will be sent electronically via email.
 - OPLC offers an email option only and does not complete forms requested by other States or organizations.

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