

# LSLBC VERIFICATION OF LICENSE REQUEST

- This is used to request from LSLBC a completed, **Verification of License** form.
- The **Verification of License** form is then used to verify your current LSLBC contractor's license for a reciprocal state.
- Only currently, licensed companies/individuals can submit a Verification of License Request.
- Complete this form per Reciprocal Board if requesting for multiple reciprocal boards.

Name on LSLBC Contractor's License:

License Number(s):

Name of Qualifying Party:

Email Address (To receive Verification of License form once completed):

Which state board are you requesting reciprocity?

Email address of reciprocal board (if known):

**Verification of License Fee is \$85.00.** The fee is charged per request (per reciprocal board).

**Paying Fee by Paper Check:**

- Submit completed form and \$85.00 check by mail to **600 North Street, Baton Rouge, LA 70802.**

**Paying Fee by Credit Card or Electronic Check:**

- Submit completed form and payment information by email to [licensing@lslbc.gov](mailto:licensing@lslbc.gov).
- If you would like the payment receipt sent to a different email address, please provide below.

Email address (for payment receipt):

## PAYMENT INFORMATION

### Credit Card Information

- ❖ Processing Fee: \$2.00 convenience charge + 2.5% is added to subtotal amount

Name on the Card: \_\_\_\_\_

Address of Cardholder: \_\_\_\_\_

Card Type: \_\_\_\_\_ (VISA, MasterCard, American Express, etc.)

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

### Electronic Checking Information (ACH Transaction)

- ❖ Processing Fee: \$2.00 convenience charge + \$1.00 is added to the subtotal amount

Name on the Bank Account: \_\_\_\_\_

Name of Authorized Signer: \_\_\_\_\_

Address on the Account: \_\_\_\_\_

Bank Routing Number: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Account Type: (*select one*)    Checking                  Savings                  Is this a Business Account?    Yes                  No