

# Verification Request FAQs

## 1. Can I request a verification in person or mail in my request?

In order to maintain an eco-friendly environment, we will no longer accept paper requests by mail. All requests must be submitted online through our [ePLACE Portal](#). If you have not created an [ePlace Portal](#) account please click ([here](#)) for instructions.

## 2. How do I submit my out of state verification form?

Each verification will include a standard letter on our letterhead with the board seal confirming your credentials. It is not necessary to submit any out of state forms.

## 3. Can my verification request be expedited?

Due to the high volume of requests received, all requests are processed in the order in which they are received.

## 4. What is the cost for a verification request?

The current fee is \$15. The system will prompt you to pay this fee electronically.

## 5. What if the requestor is indicating that the verification has not been received?

The system will provide you with a **VERIFY** record ID. Simply contact the board for a status of your verification, and we may provide a copy of the verification sent to the requestor.

**If you have any additional questions in regards to verifications, please email the board at [feiyang.chen@mass.gov](mailto:feiyang.chen@mass.gov).**