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## Ohio Occupational Therapy, Physical Therapy, and Athletic Trainers Board

77 South High Street, 16<sup>th</sup> Floor  
Columbus, Ohio 43215-6108

Governor  
*Ted Strickland*  
Executive Director  
*Jeffrey M. Rosa*

### How to Obtain an Official License Verification

To officially verify your Ohio license to another entity, you must submit a written request that includes the following information:

1. Your name;
2. Your current mailing address;
3. Your daytime phone number;
4. Your Ohio license number and/or your Social Security Number;
5. The mailing address of the entity requiring the verification; and
6. The verification fee.

You may also send the Board a copy of the other entity's verification request form provided that it includes your name and Ohio license number, and you include the verification fee and a daytime phone number.

The fee to officially verify your license to another entity is \$30 per request. **Please note that the fee will decrease to \$15 per request on July 1, 2009.** Please make your money order, cashier's check, or business check payable to "Treasurer, State of Ohio" in the exact amount. Personal check, credit cards, and/or cash will not be accepted.

Please send the request and verification fee to:

License Verification Request  
Ohio OTPTAT Board  
77 S. High Street, 16<sup>th</sup> Floor  
Columbus, OH 43215-6108

Verification processing takes approximately 3 business days.