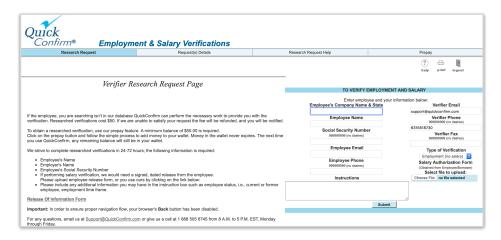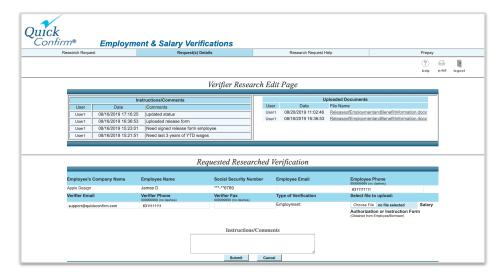# Researched Verifications

Ordering a Researched Verification

- Enter all fields on the Verifier Research Request Page
- You need a minimum of $50.00 in your Prepay account, press prepay to add funds
- Upload a signed authorization form for salary information or use our release form, click on the link Release Of Information Form
- Use the instructions box to provide additional details
- Press Submit

Viewing Requests

- Press Request Details

Editing Requests

- You can correct email addresses or phone numbers
- View progress
- Add comments or list additional documents required
- Use comments to cancel open/incomplete requests (Only requests that are not yet in progress can be cancelled)
- Retrieve your completed verification