

Verifent

DashHire - Experience Verifications (EV)

Message to Former Employees

We utilize Verifent to respond to Experience Verification requests to streamline responses and for data security purposes. To request an Experience Verification to be complete, please follow the steps below:

Step 1: Visit Verifent

1. Visit www.verifent.com. Click 'Initiate EV.'

Step 2: Hiring Entity

1. Click 'Choose a Hiring Entity.'
2. Enter the Hiring Entity.
 - a. If your Hiring Entity does not drop down as you type, click 'Hiring Entity Not Found,' and select the State that your Hiring Entity is located. Go to Step 3.
3. Click 'Save Hiring Entity' and 'Continue.'

Step 3: Enter Your Information

1. Choose forms to request.
2. Enter your information and click 'I Agree.'
3. Click the link on the confirmation email and enter your 'Confirmation Code.'

Step 4: Former Employer(s)

1. Click 'Enter ALL Former Employers.'
2. Enter the Former Employer(s) that you need an Experience Verification from.
 - a. If your Former Employer(s) does not drop down as you type, click 'Former Employer Not Found,' and enter the information requested.
****Note: Multiple Former Employers can be selected****
3. Click 'Close,' select your 'Last Place of Employment,' and click 'Next Step.'
4. Confirm your order by clicking 'Next Step.'

Step 4: Choose 'Premium' or 'Free'

Verifent will notify you of the progress of your requests through email. If you have any questions, please contact our Support Team through online chat.

