

Mel Stevenson and Associates DBA SPEC Building Materials is now processing all employment verification requests electronically. To make a request, please go to:

[https://dashboard.tenstreet.com/company\\_signup](https://dashboard.tenstreet.com/company_signup)

and complete the sign up form. After you sign up, you will receive an email with a username, password, and instructions about how to get started. If you are a 3<sup>rd</sup> party vendor, please sign up with your corporate name and list which of your clients you are verifying on behalf of (ex. Tenstreet on behalf of Joe's Trucking.) If you do not have DOT # or ICC#, just enter N/A or zeros in those fields.

If you are already a Tenstreet client, you do not need to sign up for an account; you can either go through Process and Xchange or go through the Xchange tab to make your request. The request method will automatically default to "network" (instead of fax, phone, etc.), so please do not change it.

\*\*If you have already made a request electronically on the Tenstreet website and you are just faxing over a signed release, we will process your request shortly.

Thank you!

