

## Download an LVD

To download an Local Verification Database (LVD), complete the following steps:

1. From the **Check Processing** tab, select **Manage Verification>Download LVD**. The *Download LVD* page appears.

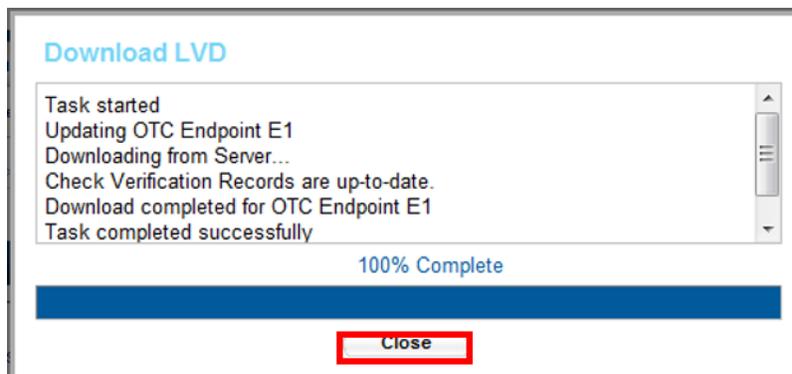


### Application Tips

- Prior to downloading an LVD, you must log in using the **OTCnet Offline** icon on your terminal desktop or access your Start Menu under Programs and enter your credentials.
- Internet connection is required to download LVD records from the Master Verification Database (MVD).

2. Click **Submit**. The *Download LVD* dialog box appears as shown in Figure 1.

Figure 1: Download LVD



### Application Tip

Wait until the display percent completion reaches 100% before clicking **Close**.

3. Click **Close**. A *Confirmation* page appears stating that the verification records are updated.



### Additional Button

Click **Return Home** to the OTCnet Home Page.