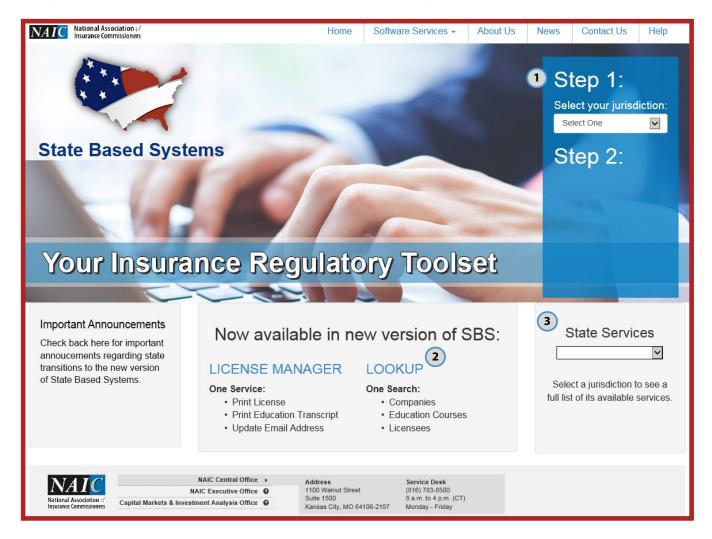The new **Lookup** tool makes accessing licensee, company and course information easy by combining all needed functionality into one easy-to-navigate screen.

From the NEW www.StateBasedSystems.com, users can access Lookup by 1 of 3 different pathways:

1 Select your jurisdiction from the jurisdiction dropdown under Step 1 in order to view a selection of your jurisdiction's services under Step 2. Click **Lookup**. Users can also access Lookup by clicking **View All Tools** to view all available services.

2 Click the **Lookup** link under the "Now available in new version of SBS" section.

3 Select your jurisdiction from the dropdown in the State Services section to view your jurisdiction's available services.
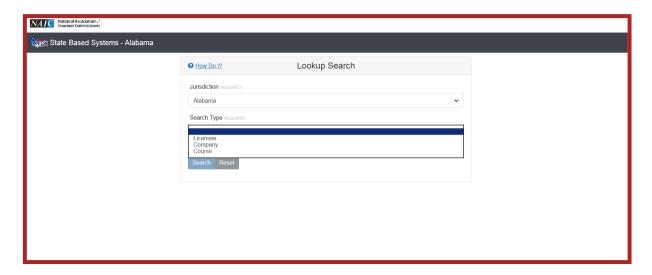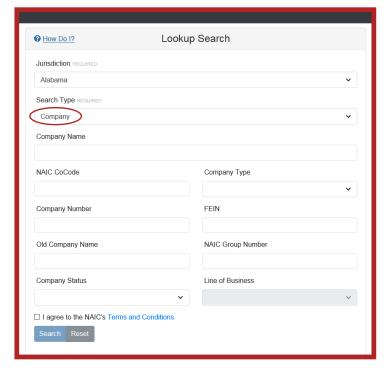
Lookup: Once you reach the Lookup tool, select a jurisdiction and search type (Licensee, Company, Course). The field options change depending on what type of search you are performing. Populate as many fields as you can to retrieve your results quicker, but note that not all fields are required.

Company Lookup

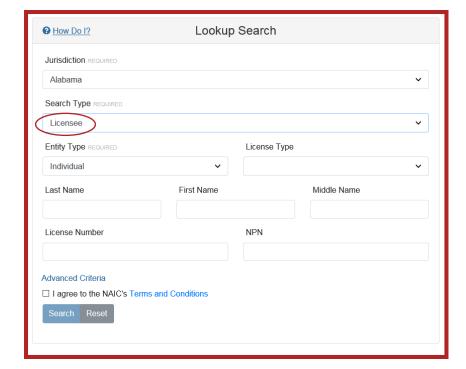Use the SBS Lookup tool to search for **company** information by using any of the following criteria:

- Company Name
- NAIC CoCode
- Company Type
- Company Number
- FEIN
- Old Company Name
- NAIC Group Number
- Company Status
- Line of Business

Licensee Lookup

Use the SBS Lookup tool to search for **licensee** information by using any of the following criteria:

- Entity Type (Required)
- License Type
- Last Name
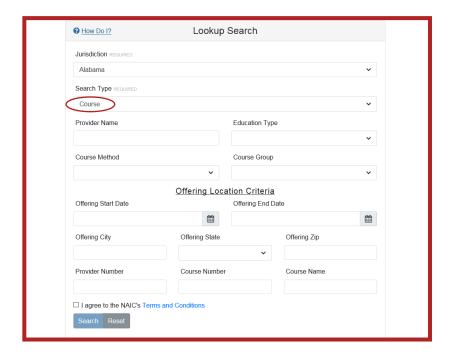- First Name
- Middle Name
- License Number
- NPN

Refine your search further with the following advanced search criteria:

- Resident License
- License Status
- Line of Authority
- FEIN
- DBA Last Name
- Business City
- Business State/Providence
- Business Zipcode
- Mailing Country

Course Lookup

Use the SBS Lookup tool to search for **course** information by using any of the following criteria:

- Provider Name
- Education Type
- Course Method
- Course Group
- Offering Start Date
- Offering End Date
- Offering City
- Offering State
- Offering Zip
- Provider Number
- Course Number
- Course Name