Obtaining a UEI Number Only in 3 Easy Steps!

BEFORE YOU START

You will need the following

1. A legally established business entity according to your state’s requirements
   You will need to know your date and state of incorporation.
   Sole proprietors will need an **EIN number**. You will use the date of issue as your date of incorporation.

2. A User Account for **SAM.gov**.
   Hit the green Get Started button twice to take you to Login.gov where you will create a log in for SAM. Skip the Role Assignment questions. Finish your Login.gov profile.

Now you are ready to request a UEI Number!

Sign into **SAM.gov** using your user account login. Hit the green Get Started button twice. You will choose the **Get a Unique Entity ID Only** option (see image below). Follow the prompts.

**Run into a snag?**

- **Video: How to get only a Unique Entity ID**
- **Quick Start Guide for Getting a Unique Entity ID**
- **No Match found**

**NOTE:** SAM.gov offers many different types of registrations and services. To inquire about CAGE Codes, contracting or other services SAM offers, contact Washington PTAC.

WashingtonPTAC.org