

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
2. A User Account for SAM.gov at [Login.gov](https://login.gov)

NOTE: You *may* need Proof of identity when setting up user account. Be prepared with

- a. Copy of driver's license that can be uploaded
- b. Social security number and valid phone number

Getting a UEI

Sign into [SAM.gov](https://sam.gov) using your user account login. Find the green Get Started button. Choose purpose of registration as **Get a Unique Entity ID Only**. Follow the prompts.

Get a Unique Entity ID Only

- May be required to report subawards, such as federal subcontracts or sub-grants
- You will get a Unique Entity ID. This is NOT an entity registration.

What's the difference between getting a UEI only and registration [?](#)



Run into a snag?

[SAM Knowledge Base](#)

Or contact us for individual assistance:

[WashingtonPTAC.org](https://www.washingtonptac.org)