

SAM.gov Registration Checklist

Before your business can receive federal or pass-through grant funds, you must register in the System for Award Management (SAM.gov).

Registration is free and provides your business with a Unique Entity ID (UEI) and CAGE code.

What to Have Ready Before You Apply:

- Legal business name (must match IRS and Secretary of State records)
- Business formation/incorporation documents (e.g., Articles of Incorporation/Organization)
- Employer Identification Number (EIN/TIN) from the IRS
- Business banking information (routing number, account number, ACH phone number)
- Physical business address (no PO Boxes)
- Login.gov account At least one NAICS code (industry classification code)
- A company email address created specifically for SAM.gov (Since SAM.gov is a public information tool).

Helpful Links:

SAM.gov – Register or Update : <https://sam.gov>

FSD.gov – Help Desk & Entity Administrator Letter : <https://www.fsd.gov>

SBA Small Business Search : <https://search.certifications.sba.gov>