TIPS FOR CREATING A NEW SAM.GOV LOGIN & PASSWORD

A. Determine WHO will be the initial SAM.gov "Entity Administrator" to complete the SAM registration process. (**NOTE**: this person will receive all SAM related emails, *needs to have access to their emails to retrieve temporary passwords*, etc.)

B. Create a login.gov account by following the instructions found on **https://sam.gov**

C. Make sure you are on the right website before registering! **SAM.gov is a 100% FREE federal government & official website**. If anyone asks you for your credit card or any type of payment, STOP because you are NOT on the right website!

D. To create your SAM.gov login, you will enter the following information:
   - Username = Email address
   - Password = Create a 12-character password
   - First & Last Name
   - Phone Number
   - Complete the profile – confirm email
   - (Remember: you only need to fill-in the *required information – look for the red **)

E. Follow the visual instructions to the right to help you start creating a login account for SAM.gov.

F. **Keep your new SAM.gov login credential in a *safe place*** until you need them for the *upcoming step* of *creating a SAM registration*.

If you have issues at any time during this process, please contact the FSD.gov – create an incident ticket, call, or using their live chat feature: https://fsd.gov

FSD.gov is the FREE technical help support for SAM.gov.