

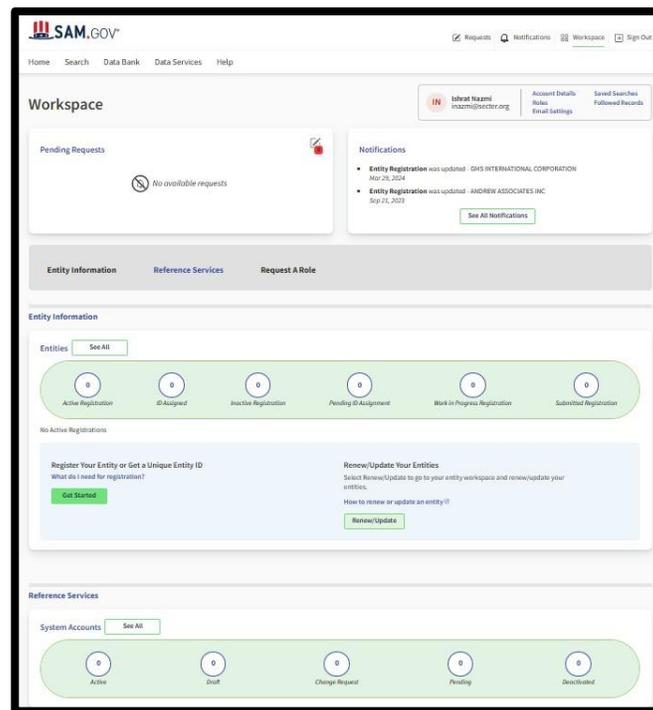
STEP 3: SAM REGISTRATION APPLICATION

After Completing Entity Validation:

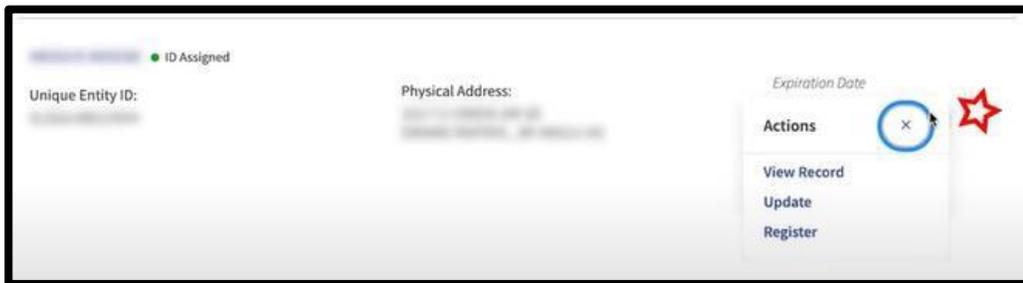


Start SAM.gov Registration Application.

- Log into SAM.gov.
- Navigate to “Workspace”, select the category that is applicable to you.



- Select the three dots on the right-hand side of your workspace.
- Select “register” or “update” as applicable.



Required information list to complete SAM registration:

Be sure to have access to your email, one time passcode will be sent to your email during this process.

- *Business EIN/TIN number (Tax ID).*
- *Bank Account number.*
- *Bank Routing Number.*
- *3-5 years Average receipts.*
- *Gross income for Sole Proprietorship.*
 - Please refer to CFR 121.104 – How does SBA calculate annual receipts.
 - [eCFR :: 13 CFR 121.104 -- How does SBA calculate annual receipts?](#)

What is next:

- When SAM.gov application is submitted.
- Look out for email notification from the following agencies.
 1. GSA/SAM - Completion of SAM registration process.
 2. IRS TIN - validation email. (IRS EIN Validation).
 3. DLA CAGE - Validation email for information and issue Entity CAGE CODE.

- **Last and Final STEP -**
 - *Receive Email from GSA/SAM.*
 - *Your entity is Active in SAM.*

Congratulations!

VIDEO INSTRUCTION:

SAM.gov Registration Application



<https://zoom.us/clips/share/A2F3MSBtJdLthPuOCEZNFSLU7G079jhVrQ4JIATt4n8y8sn7yQ>

GSA SAM.GOV RESOURCE LINKS

How to update an Entity Registration in SAM.gov:

[Quick Start Guide for Updating an Entity Registration.](#)

Entity Registration FAQs:

[gsafsd_kb_category - GSA Federal Service Desk Service Portal](#)

Entity Registration Videos:

[gsafsd_kb_category - GSA Federal Service Desk Service Portal](#)

Entity Registration Glossary Terms:

[gsafsd_kb_category - GSA Federal Service Desk Service Portal](#)

SAM Entity Validation

[SAM.gov Entity Validation \(gsa.gov\)](#)

ADDITIONAL ASSISTANCE

SBDC - [About Us | Connecticut Small Business Development Center \(uconn.edu\)](#)
