



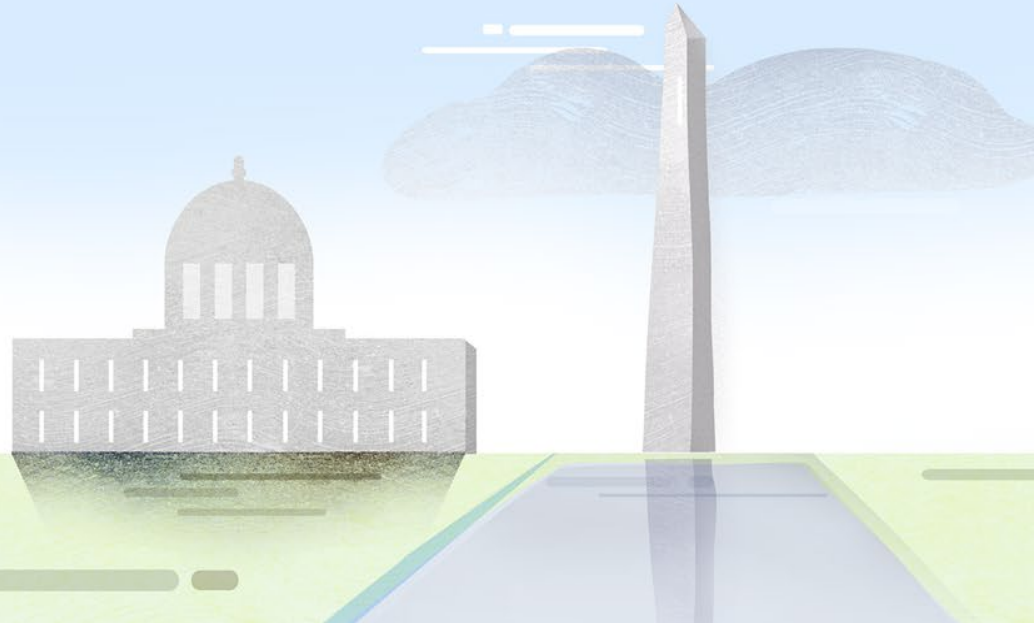
U.S. General Services Administration

SAM.gov Entity Validation

Integrated Award Environment Stakeholder Forum

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Integrated Award Environment (IAE) Office
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Agenda

- What Is Entity Validation?
- How Does Entity Validation Work in SAM.gov?
- Demo
- What Happens After I Submit Documents?
- What Happens after Entity Validation?
- Frequently Asked Questions about Validation
- Where to Get Help



What Is Entity Validation?



What Is Entity Validation?

The validation process is a critical piece of the federal awards ecosystem. It prevents improper payments, procurement fraud, and helps ensure the integrity of government contracts and grants processes, representing trillions of dollars in taxpayer funds each year.

SAM.gov uses an entity validation service (EVS) to independently verify the existence and uniqueness of an entity.

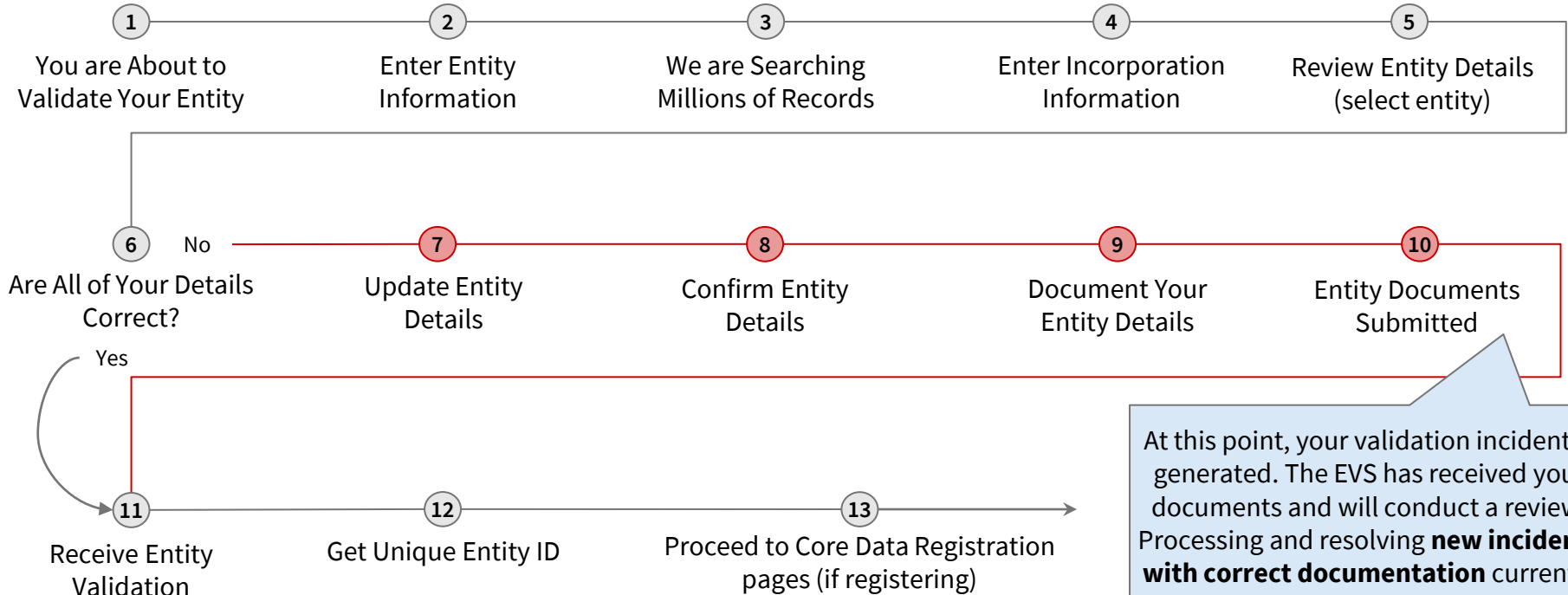
- Validation is required when you
 - register an entity
 - renew your entity registration each year
 - get a Unique Entity ID, and
 - update or change your entity's name or address
- Every entity must validate with the new provider's databases and data sources, even if you had an active registration.



How Does Entity Validation Work in SAM.gov?



How Does Entity Validation Work in SAM.gov?



At this point, your validation incident is generated. The EVS has received your documents and will conduct a review. Processing and resolving **new incidents with correct documentation** currently will take 7 calendar days. Submitting incorrect documents will delay incident resolution timeframes.



Demo



What Happens After I Submit Documents?





How can I ask a question about my entity validation?

- **Sign in to FSD.gov to add a comment to your validation incident.** Your validation incident from SAM.gov will be available under “My Incidents.” Write a comment or question at the top of your incident.
- **Add documents in your Entities Workspace in SAM.gov.** Do NOT add documents at FSD.gov.

My Incidents 3 Tours ● Need Help

Home > INC-GSAFSD [REDACTED] Search

Address Mismatch Reference Number: [REDACTED]

Type your message here... Send

19d ago ● AG
Additional comments
I've added the additional document requested. It is my IRS letter that contains my new address.



Document Rules for Successful Validation

This is the documentation playbook!

Documentation submitted without following these guidelines **will be rejected** and you will be asked to send additional documents.

- If sending a bank statement or utility bill, make sure it is **less than five years old**.
- Send documents that match your current, correct name and address you have provided to SAM.gov.



- If your documents are in a language other than English, send both non-English-language originals and a certified English translation.
- Make sure your scans or photos do not obscure or cut off information, and are not low contrast or out of focus.
- Sorry, we can't accept an original application or typed document, or screenshots of a form where you entered data on a website.
- Sorry, **P.O. boxes are not accepted** for your physical address!



- Only the EVS provider receiving incident tickets from SAM.gov can validate your entity. They will communicate with you via your incident ticket only.
- Federal Service Desk agents cannot address validation issues over the phone or chat.
- Do not submit multiple validation incidents for the same issue. Creating multiple incidents does not expedite our handling of your incident and actually slows down the overall process. Incidents are processed in the order received.



What Can I Do Now?

If you have an open incident:

- **Check** your documentation
- **Monitor** your email
- **Respond** to messages about your incident promptly

If your registration renewal is upcoming:

- **Start early**
- Prepare entity documents, if needed



We are closely monitoring the situation and are working to address each incident as quickly and efficiently as possible.

This is our top priority and will continue to be so until incident resolution times are stabilized.

What Happens after Entity Validation?



What Happens After Entity Validation?

If your current, correct entity information is in SAM.gov, you will complete validation immediately and receive your Unique Entity ID. You can continue on to complete your entity registration from this page or later from your Entity Workspace.

Receive Unique Entity ID

Congratulations! You have been assigned the following Unique Entity ID:

XXXXXXXXXXXX

VERIFIED SAM RECORD

LLC

Year of Incorporation

State of Incorporation

If you now believe you may need to complete a full entity registration, select **Continue Registration**. Otherwise select **Go to Workspace** to return to your workspace.

Continue Registration

Go to Workspace

XXXXXXXXXXXX LLC • ID Assigned

Unique Entity ID: XXXXXXXX-XXXX-XXXX-XXXX-XXXXXXXXXXXX

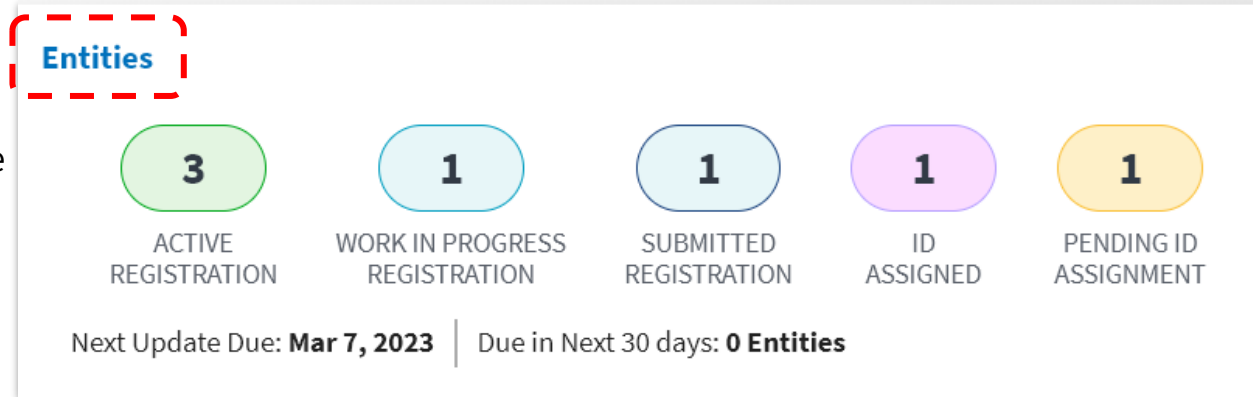
Physical Address: XXXXXXXX, XXXXXXXX, XXXXXXXX

- Actions
- View Record
- Update
- Register



What Happens After Entity Validation?

If you had to submit documentation to add or update your entity, your documents will be reviewed by the entity validation team. You will receive an email notifying you when your entity is validated. At that time, you may continue registering, renewing, or getting your Unique Entity ID.



Go to SAM.gov and select the “Entities” widget.

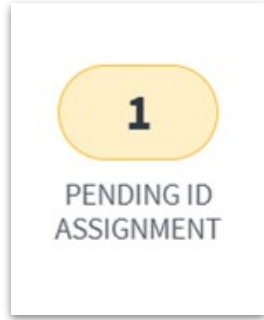
Your next action will depend on your entity’s status. If you manage multiple entities, go to the entities workspace to select the entity referenced in the email.



What Do I Do Next After My Entity is Validated?

If your entity is in the **Pending ID Assignment** status, select “Get Started” from your Entities Workspace.

Enter your entity information. This time, you should see an exact match for your entity’s name and physical address.



Entities

3

ACTIVE
REGISTRATION

1

WORK IN PROGRESS
REGISTRATION

1

SUBMITTED
REGISTRATION

1

ID
ASSIGNED

1

PENDING ID
ASSIGNMENT

Next Update Due: **May 23, 2023** | Due in Next 30 days: **0 Entities**

Register Your Entity or Get a Unique Entity ID

[What do I need for registration?](#)

Get Started

Renew/Update Your Entities

Select Renew/Update to go to your entity workspace and renew/update your entities.

[How to renew or update an entity](#)

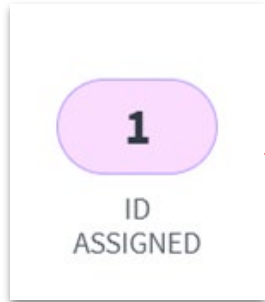
Renew/Update

● Pending ID Assignment **Draft Registration** ⓘ

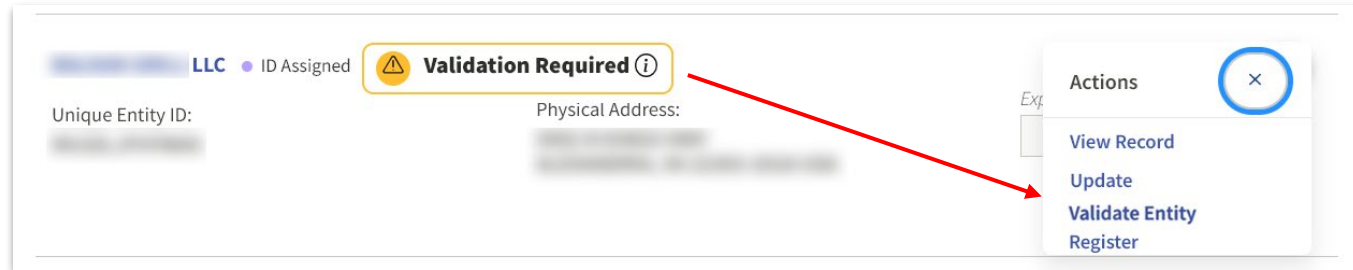
Unique Entity ID: (blank) Physical Address: [blurred]

What Do I Do Next After My Entity is Validated?

If your entity is in the **ID Assigned** status, go to your Entities Workspace by selecting the ID Assigned bubble.



If your entity has a “Validation Required” alert, select “Validate Entity” from the Actions menu (the three vertical dots) to complete the Entity Validation process.



You should find an exact match for your entity’s name and physical address.

Frequently Asked Questions about Validation





Why can't I find a match to the name and address I entered in SAM.gov?



Answer

We check against millions of records pulled from hundreds of official sources, such as government databases, to find a match to the information you enter in SAM.gov. In some cases, an exact match will not be found. When this happens, we use the verifiable documentation you submit to establish the correct information.



Will I need to validate any time I update my SAM.gov registration?



Answer

Once you are validated in SAM.gov, your entity information is in our database.

As long as your information does not change, you will not have to open an incident or submit documentation to validate.



Why am I getting rejected at CAGE if I am validated in SAM.gov?



Answer

CAGE code reviews are handled by the Defense Logistics Agency (DLA). SAM.gov provides them with your name and address and they run a separate validation against their database. Resolution of CAGE code issues is handled directly with DLA.

Where to Get Help



Where to Get Help

The Help page on SAM.gov includes a list of help topic trends, including validation help, FAQs and a menu to navigate through help topics.

The screenshot shows the SAM.gov Help page. At the top, there is a navigation bar with links for Home, Search, Data Bank, Data Services, and Help. A red arrow points from the 'Help' link in the navigation bar to the 'Validate My Entity' link in the 'Help Topic Trends' section. The page is divided into several sections:

- Help**: The main heading for the page.
- 1 Use SAM.gov self help options**: A section with two buttons: 'Search' (with a magnifying glass icon) and 'Explore' (with a document icon). Below 'Search' is the text: 'Search help articles to find answers to your questions.' Below 'Explore' is the text: 'Explore a menu of our most popular help topics.'
- 2 Ask the federal service desk**: A section with a 'Go to FSD' button (with a question mark icon). Below the button is the text: 'Go to FSD to' followed by a list: 'Get help with your account', 'Resolve technical issues', 'Create and manage help desk tickets', and 'Chat with a help desk agent'. Below the list is the text: 'Please do not contact FSD.gov about specific contracts, opportunities, or agency processes.'
- Help Topic Trends**: A section with a list of links: 'Validate My Entity' (with a question mark icon and a 'NEW' badge), 'Transition from DUNS to Unique Entity ID' (with a checkmark icon), 'Register your entity to get started with government contracts and assistance' (with a question mark icon), 'FAQs for help with login' (with a document icon), 'Supported Browsers' (with a document icon), and 'Most Searched Articles' (with a document icon).
- Find What's New in SAM.gov**: A section with a list of links: 'View Release Notes', 'View Blogs', 'View All IAE System Announcements', 'GSA Twitter', and 'GSA LinkedIn'.
- Explore popular help topics**: A section with a list of links: 'Help For Non-Federal Users', 'New to SAM.gov', 'Searching for Information in SAM.gov', 'Managing and Requesting Roles in SAM.gov', 'Managing My Entity, Registration, & Reporting', 'Using Data Services', 'Help For Federal Users', and 'User Community'.
- New to SAM.gov?**: A section with a heading and a paragraph: 'If you're new to SAM.gov, review this menu for information about how to start your account. Other topics on this help landing page provide details about things you can do in SAM.gov.' Below the paragraph is a list of links: 'Do I need an account to use SAM.gov?', 'What's the difference between signing up and registering?', 'How to use login.gov with SAM.gov', and 'What happens to my SAM.gov access if I change my email address on login.gov?'.





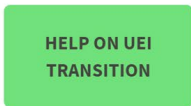
Federal Service Desk

This site is for people who make, receive, and manage federal awards. It provides support for government-wide systems required by federal policy.

Need help? Get an answer fast!

Easily find all you need to know about SAM.gov, FPDS.gov, eSRS.gov, and FSRG.gov.

Search Here for Help (User Guides, FAQs, Videos, Definitions)



We will also continue to update our FSD help pages for all the latest information around validation and other changes impacting any IAE system.

Learn How to Register Your Entity

Get Started with Your Registration

Check Registration Status

Update Your Registration

Become an Entity Administrator

Validate Your Entity

Access User Guides






The Integrated Award Environment

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<https://buy.gsa.gov/interact/community/47/activity-feed>

A dark blue rectangular box containing two overlapping speech bubbles and the text "Integrated Award Environment (IAE) Industry".

Integrated Award
Environment (IAE) Industry

Questions?

Thank you!

