

Getting a Unique Entity ID (UEI)



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Washington APEX Accelerator
formerly Washington PTAC



Official U.S. Government Website
100% Free

The Official U.S. Government System for:

Contract Opportunities

Contract Data

(Reports ONLY from fpds.gov)

Wage Determinations

Federal Hierarchy

Departments and Subtiers

Assistance Listings

Entity Information

Entities, Disaster Response Registry,
Exclusions, and Responsibility/
Qualification (was fapiis.gov)

Entity Reporting

SCR and Bio-Preferred Reporting

Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get started doing business with the federal government.

Get Started

Renew Entity



Check Entity Status

Already know what you want to find?

Select Domain...



e.g. 1606N020Q02





What is a Unique Entity ID (UEI)?

- ✓ A UEI is a **unique 12-character (alphanumeric) ID** assigned by the federal government via the System for Award Management or SAM.GOV
- ✓ As of April 2022, **all entities receiving federal funds via contracts, grants, etc. must have a UEI**
- ✓ Since the funding for this grant program **ultimately comes from the federal government**, a UEI is required



Unique Entity ID (UEI)

- ✓ A UEI is assigned, managed, and owned by the **federal government**
- ✓ Getting a Unique Entity ID is **FREE**, please make sure you are using .gov sites
- ✓ The process **validates your entity name and address**
- ✓ If SAM.gov is unable to locate your entity, a **new record is created** in its database



Accessing Your Unique Entity ID (UEI)



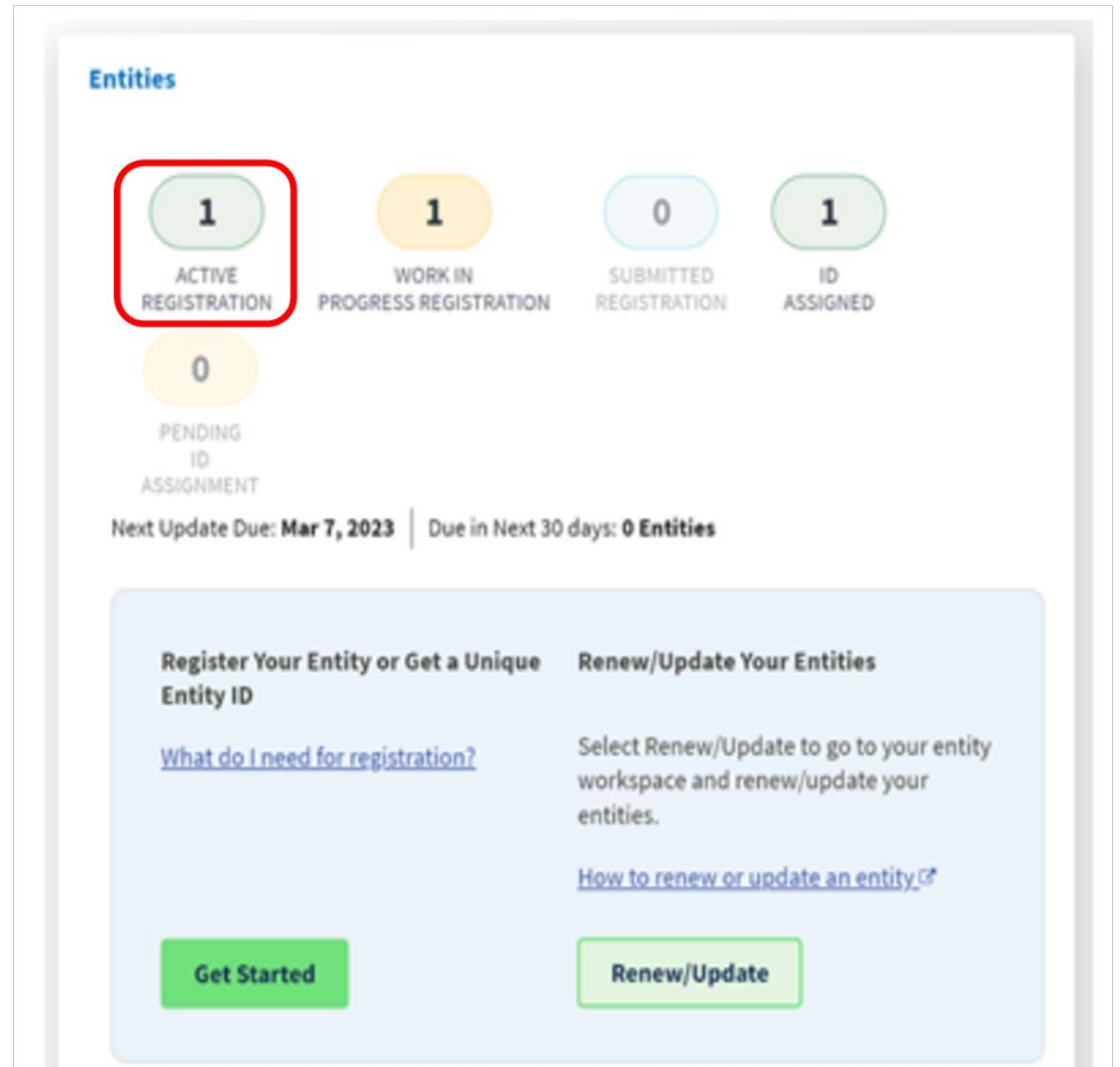
Already Registered in SAM.gov

- If your entity is registered in SAM.gov, you already have a Unique Entity ID (UEI)
- This includes inactive registrations
- Your UEI is located on your SAM.gov entity record

View Your UEI in SAM.gov

Log in to SAM.gov.

In the Entities section of your Workspace, select the numbered bubble above “Active Registration”



The screenshot displays the 'Entities' section of the SAM.gov workspace. It features five status bubbles: 'ACTIVE REGISTRATION' (1, highlighted with a red box), 'WORK IN PROGRESS REGISTRATION' (1), 'SUBMITTED REGISTRATION' (0), 'ID ASSIGNED' (1), and 'PENDING ID ASSIGNMENT' (0). Below the bubbles, it shows 'Next Update Due: Mar 7, 2023' and 'Due in Next 30 days: 0 Entities'. At the bottom, there are two columns of action items: 'Register Your Entity or Get a Unique Entity ID' with a 'Get Started' button and a link 'What do I need for registration?'; and 'Renew/Update Your Entities' with a 'Renew/Update' button and a link 'How to renew or update an entity?'.

Status	Count
Active Registration	1
Work in Progress Registration	1
Submitted Registration	0
ID Assigned	1
Pending ID Assignment	0

Next Update Due: Mar 7, 2023 | Due in Next 30 days: 0 Entities

Action	Button
Register Your Entity or Get a Unique Entity ID	Get Started
Renew/Update Your Entities	Renew/Update

Your UEI Will Be Displayed

Your Unique Entity ID (UEI) will be displayed below your Entity Name

Show Workspace For **Non-Federal Entities**

- Non-Federal Entities
- BioPreferred Reporting
- Service Contract Reporting

Filter By

- Search by Keyword
- Search By Entity
- Search By Status

- Work in Progress Registration
- Submitted Registration
- Active Registration
- Inactive Registration

< 1 of 1 > Results per page 25

LLC • Active Registration

Unique Entity ID: 

CAGE/NCAGE:
(blank)

Purpose of Registration:
Federal Assistance Awards

Physical Address:
Brooklyn , NY USA




Getting a Unique Entity ID (UEI)

Obtaining a New UEI from SAM.gov

An official website of the United States government [Here's how you know](#) Sign In

[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

 **SAM.GOV**[®]

Official U.S. Government Website
100% Free

The Official U.S. Government System for:

- Contract Opportunities**
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- Entity Information**
Entities, Disaster Response Registry, Exclusions, and Responsibility/Qualification (was fapiis.gov)
- Entity Reporting**
SCR and Bio-Preferred Reporting

Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get started doing business with the federal government.

[Get Started](#)

[Renew Entity](#)

[Check Entity Status](#)

Already know what you want to find?


Select Domain... [Search](#)

Go to
www.SAM.gov

Registering Your Entity with SAM.gov

An official website of the United States government [Here's how you know](#) Sign In

[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

 **Official U.S. Government Website**
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Register Your Entity or Get a Unique Entity ID


Register your entity or get a Unique Entity ID to get started doing business with the federal government.

Get Started

Renew Entity

 **Check Entity Status**

Already know what you want to find?

Select Domain... 

Click on the
“Get Started”
button twice

Accept the Terms to Sign Into SAM.gov

An official website of the United States government [Here's how you know](#) ▾

SAM.GOV Sign In

Home Search Data Bank Data Services Help

Get Started with Registration and the Unique Entity ID

Submitting a registration and getting a Unique Entity ID are FREE

Entity Information Home

Before You Get a Unique Entity ID

Review these steps and apply for federal assistance before having to complete registration.

- About Registration**

If you want to apply for federal assistance, you must first register for SAM.gov. A registration allows you to receive federal assistance. As part of the registration process, you must accept the terms and conditions. To see comprehensive information, visit our [Entity Registration](#) page.

If you do not want to apply directly for awards, then you do not need a registration.

You must accept the U.S. Government System terms to sign into this website.

This is a U.S. General Services Administration Federal Government computer system that is **"FOR OFFICIAL USE ONLY."** This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution. This system contains Personally Identifiable Information (PII) and Controlled Unclassified Information (CUI). Individuals entering data into this system must only enter PII and/or CUI when it is specifically requested. Exposure of PII and/or CUI as a result of an individual inadvertently entering PII and/or CUI into a public data field where it is not required is the sole responsibility of the individual entering the data. Failure to follow these instructions may result in your record being deactivated. Individuals viewing, reproducing or disposing of this information are required to protect it in accordance with 32 CFR Part 2002 and GSA Order CIO 2103.2 CUI Policy.

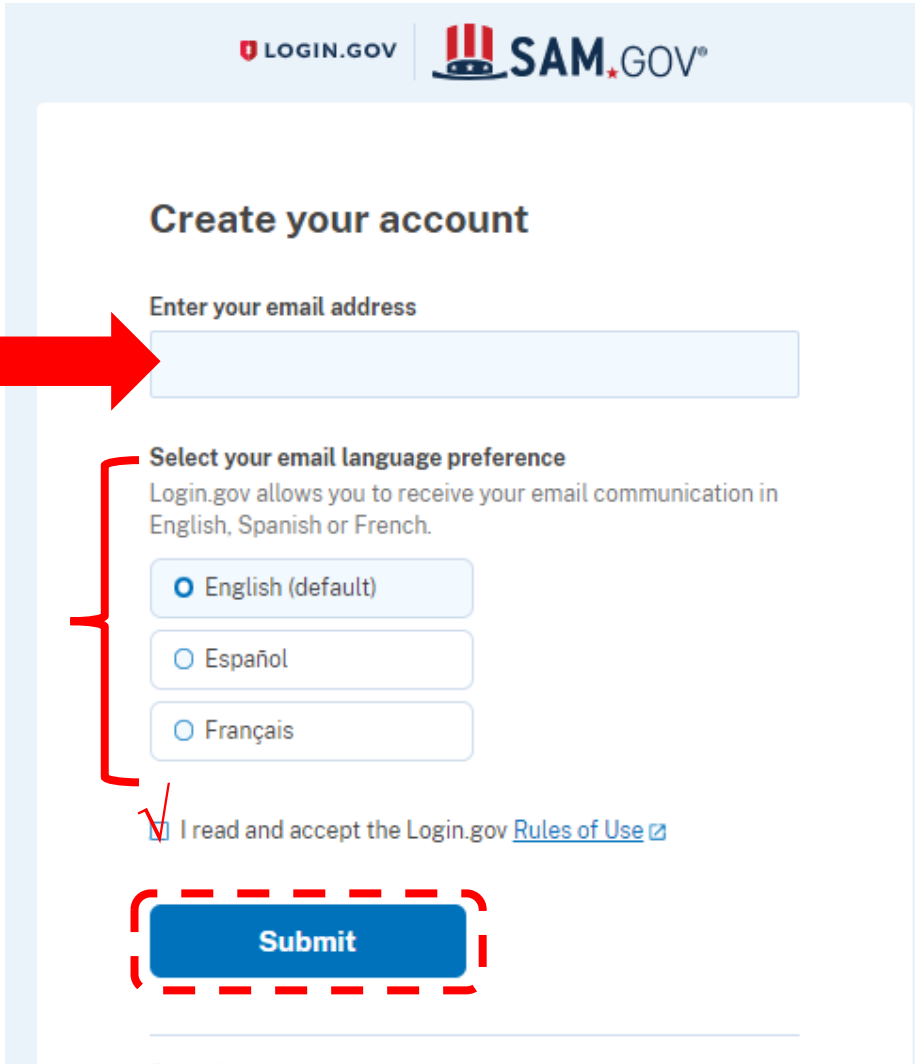
Using another person's email address and password to access SAM.gov is strictly prohibited. GSA may revoke access to your account if you engage in this activity. You may also be subject to further disciplinary action up to and including criminal prosecution.

Keep your login information confidential.

Sign up with Login.gov

To sign into www.SAM.gov you will first need a login.gov account


You can select to receive email communications in English, Spanish or French



The screenshot shows the 'Create your account' page on Login.gov. At the top, there are logos for LOGIN.GOV and SAM.GOV. The main heading is 'Create your account'. Below it is a form with the following elements:

- A text input field labeled 'Enter your email address' with a red arrow pointing to it from the left.
- A section titled 'Select your email language preference' with the text 'Login.gov allows you to receive your email communication in English, Spanish or French.' Below this are three radio button options: 'English (default)', 'Español', and 'Français'. A red bracket highlights these options.
- A checkbox labeled 'I read and accept the Login.gov [Rules of Use](#)' with a red checkmark.
- A blue 'Submit' button at the bottom, enclosed in a red dashed border.

Check and Confirm Your Email

 LOGIN.GOV |  SAM.GOV®

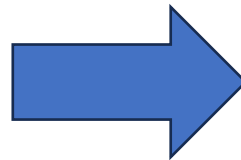
Check your email


We sent an email `test@test.com` with a link to confirm your email address. Follow the link to continue creating your account.

Didn't receive an email? [Resend](#)


Or, [use a different email address](#)

You can close this window if you're done.



 **Login.gov**
To: test@test.com

Confirm your email

 LOGIN.GOV

Confirm your email

Thanks for submitting your email address. Please click the link below or copy and paste the entire link into your browser. This link will expire in 24 hours.

[Confirm email address](#)

Create a Password for Login.gov

✓ You have confirmed your email address

Create a strong password

It must be at least 12 characters long and not be a commonly used password. That's it!

Show password

Password

Password strength: **Great!**

Continue

NOTE:
Password must be at
least 12 characters long



Set-up Authentication for Login.gov

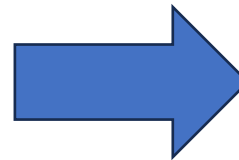
LOGIN.GOV | SAM.GOV®

Authentication method setup


Add another layer of security by selecting a multi-factor authentication method. We recommend you select at least (2) two different options in case you lose one of your methods.

- Security key**
A physical device, often shaped like a USB drive, that you plug in to your device.
- Government employee ID**
PIV/CAC cards for government and military employees. Desktop only.
- Authentication application**
Download or use an authentication app of your choice to generate secure codes.
- Text or voice message**
Receive a secure code by (SMS) text or phone call.
- Backup codes**
A list of 10 codes you can print or save to your device. When you use the last code, we will generate a new list. Keep in mind backup codes are easy to lose.

Continue



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Send your security code via text message (SMS) or phone call

We'll send you a security code **each time you sign in**.

Message and data rates may apply. Do not use web-based (VOIP) phone services or premium rate (toll) phone numbers.

Phone number
Example: (201) 555-0123

How should we send you a code?
You can change this selection the next time you sign in. If you entered a landline, please select "Phone call" below.

Text message (SMS) Phone call


[Mobile terms of service](#)

Send code

[Choose another option](#)

Login.gov → SAM.gov

LOGIN.GOV | SAM.GOV®



You've created an account with Login.gov

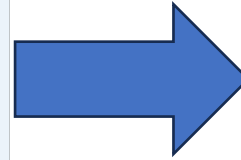
We'll share this information with sam.gov:

✔ **Email address**
test@test.com


sam.gov will only use this information to connect to your account.

⚠ [Add a second authentication method.](#) You will have to delete your account and start over if you lose your only authentication method.

Agree and continue



LOGIN.GOV | SAM.GOV®



sam.gov is using Login.gov to allow you to sign in to your account safely and securely.

You are already signed in with the following email:

✔ **Email address** test@test.com

Continue

Or

Switch emails

Get Started in SAM.gov



Requests Notifications Workspace Sign Out

Home Search Data Bank Data Services Help

Get Started with Registration and the Unique Entity ID

Submitting a registration and getting a Unique Entity ID are FREE.

Before You Get Started

Review these steps to choose which option is right for you. You can register to bid and apply for federal awards or you can request a Unique Entity ID only without having to complete a registration.



1 About Registration

If you want to apply for federal awards as a prime awardee, you need a **registration**.

A registration allows you to bid on government contracts and apply for federal assistance. As part of registration, we will assign you a Unique Entity ID.

To see comprehensive instructions and checklist for entity registration, download our [Entity Registration Checklist](#).

If you do not want to apply directly for awards, then you do not need a registration. If you only conduct certain types of transactions, such as reporting as a sub-awardee, you may not need to complete a registration. You may only need a **Unique Entity ID**.

Entity Information Home

Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get started doing business with the federal government.

Get Started

Renew Entity



Check Registration Status

Already Registered?

You must renew your registration every 365 days to keep it active. You can make updates to your registration anytime or during renewal. If you're already registered, you already have a Unique Entity ID.

You will return to the Get Started screen, but this time from within your new profile



Create New Entity

A Welcome screen will come up. Click the **Create New Entity** button

You'll be asked a series of questions to determine what type of registration in SAM.gov is needed

Welcome

You are about to create a new entity record.
We will ask a few short questions to help us recommend the best option for you.

Create New Entity

Are you trying to update an existing entity record?
Please go to your Workspace and select the "Renew/Update" button for that entity.
[Go to Workspace](#)

Is your entity based outside of the United States?
You must get an NCAGE Code before starting a registration. Go to the [NCAGE Request Tool](#) to submit a request.

Download Your Registration Guide
[Download Guide](#)




What is your goal?

What is your goal? -- I want to do business....

Select Option 2

What is your goal?

 **I want to do business...(Select the option most relevant to you)**

- Directly with the U.S. federal government.
- With a business or other organization which receives funds directly from the U.S. federal government.
- Other.

What best fits your intentions?

The screen will automatically expand.

For the answer that best fits your intention

Select Option 4

What is your goal?

I want to do business... (Select the option most relevant to you)

- Directly with the U.S. federal government.
- With a business or other organization which receives funds directly from the U.S. federal government.
- Other.



Select the answer that best fits your intentions today:

- Provide goods or services as a federal subcontractor. ⓘ
- Receive a subaward under a federal grant/financial assistance program. ⓘ
- Apply as a direct vendor for federal funds distributed by a government entity other than the federal government. ⓘ
(e.g. state, local, tribal, territorial)
- Apply as a grantee for federal funds distributed by a government entity other than the federal government. ⓘ
(e.g. state, local, tribal, territorial)
- Just browsing. I don't have anything specific in mind today, but might be interested in future work with organizations who receive funds directly from the U.S. federal government.
- Participate in, or apply for, other programs. Please describe.
Please specify

e.g. Program Name

< PREVIOUS

NEXT >

Who required your entity to be in SAM.gov?

Choose the primary entity requiring you to be in SAM.gov

Select
Option 3: Local government office

Who required your entity to be in SAM.GOV?

Only select the primary source.

Federal government

Federal Hierarchy (Optional)

Enter Code or Name

U.S. state or territory government or office

Local government office, i.e., of a county or a city

Tribal government or office

A company or business

Hospital system or healthcare organization (for profit or non-profit)

Non-profit organization

University or research facility (for profit or non-profit)

Industry group, professional association, trade publication, etc.

APEX Accelerators (formerly known as PTACs)

I decided on my own

None of the above
Please specify

< PREVIOUS

NEXT >

e.g. Program Name

Unique Entity ID Only

The system will automatically recommend the option that you get a Unique Entity ID Only

Click on the **Select** button to proceed

Choose an Option

It looks like you don't intend to do business directly or indirectly with the U.S. federal government. We recommend you choose **Unique Entity ID Only**.

	Recommended
	Unique Entity ID Only
What you get:	
Unique Entity ID ⓘ	✓
Entity Available in Search ⓘ	✓
CAGE Code ⓘ	—
When you need it:	
To receive an award from someone else receiving federal funds ⓘ	✓
To apply directly for federal grants or loans ⓘ	—
To bid on federal contracts (prime) ⓘ	—
What you must complete:	
Entity Validation ⓘ	✓
IRS Taxpayer Validation ⓘ	—
CAGE/NCAGE Validation ⓘ	—
Level of Effort ⓘ	Lowest
Expiration ⓘ	—
	Select

Enter Entity Information

Enter your Legal Business Name and Physical Address.

Note: sole proprietors enter your name in the Legal Business Name field.

Enter Entity Information

Enter your current, correct legal business name and physical address, then select **Next**.

Legal Business Name

If you are acting on behalf of a limited partnership, LLC, or corporation, your legal business name is the name you registered with your state filing office.

Doing Business As (Optional)

Doing business as is the commonly used other name, such as a franchise, license name, or acronym. Leave blank if not applicable.

Physical Address

Your physical address is the street address of the primary office or other building where your entity is located. A post office box may not be used as your physical address.

Country

Street Address 1

Street Address 2 (Optional)

ZIP Code

City

State / Territory

[< PREVIOUS](#)[NEXT >](#)

Validating Your Entity

As part of the process, you may be asked to provide documentation to validate your Legal Business Name, Physical Address, Start Year, and State of Incorporation.

You Are About to Validate Your Entity

What is validation? ⓘ

The information you provide here will be used throughout the federal government. Make sure that your information is current and correct.

Before you get started, make sure you can officially document your entity's

- [Legal business name](#) ⓘ
- [Physical address](#) ⓘ (no P.O. boxes or virtual offices)
- [Start year](#) ⓘ
- [National identifier](#) ⓘ (non-U.S. entities only)
- **Country or state of incorporation, if applicable**

Some entities may need to provide documentation to complete validation, which will take additional time to process.



can provide **official documentation**, if necessary, to validate my entity.



Download Your Registration Guide

Download Guide

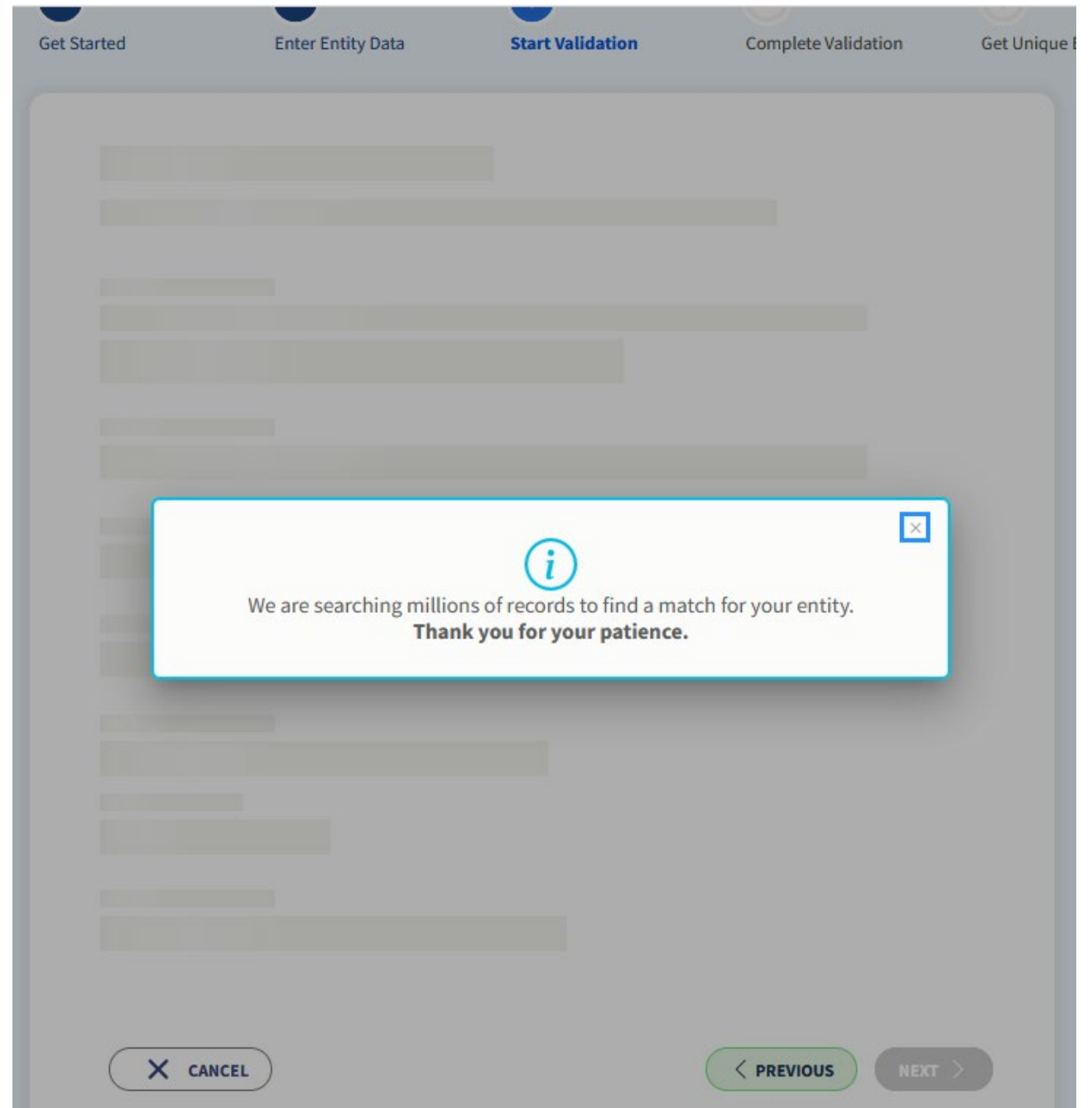
✕ CANCEL

< PREVIOUS

NEXT >

Searching For Your Entity Match

The system will then continue its search of records to find a match for your entity



Review Entity Information

Review your entity matches and select an option:


- I recognize my entity in the legal entities list.** If some details are not correct, you can update them.
- I don't recognize my entity on this list.**

Review Entity Information

Review the legal entity list and select whether or not you clearly recognize an entity as yours.

Select an Option

- I recognize my entity in the legal entities list.
If some details are not correct, you can update them.
- I don't recognize my entity in this list.
Select Next to continue.

 **Select From the List**
Then select **Next** to continue

LEGAL ENTITIES LIST	WHERE DO THESE RESULTS COME FROM?
Showing Top Results	
<input type="radio"/> TEST ACCOUNT 1234 TEST AVENUE SEATTLE, WA 98101	<input type="checkbox"/> Corporate <input type="checkbox"/> Limited liability company
<input type="radio"/> JACK STRAW INC 1930 1ST AVE SEATTLE, WA 98101-1011 USA	<input type="checkbox"/> Corporate <input type="checkbox"/> Private limited companies



**You Have a Match From the List
of Entities Displayed**

Recognize Your Entity?

Select **I recognize my entity** along with the listing that matches your legal business name and address

Then hit **Next**

Review Entity Information

Review the legal entity list and select whether or not you clearly recognize an entity as yours.

Select an Option

I recognize my entity in the legal entities list.
If some details are not correct, you can update them.

I don't recognize my entity in this list.
Select Next to continue.

Select From the List
Then select **Next** to continue

LEGAL ENTITIES LIST WHERE DO THESE RESULTS COME FROM?

Showing Top Results

<input checked="" type="radio"/> TEST ACCOUNT 1234 TEST AVENUE SEATTLE, WA 98101	<input type="checkbox"/> Corporate <input type="checkbox"/> Limited liability company
<input type="radio"/> JACK STRAW INC 1930 1ST AVE SEATTLE, WA 98101-1011 USA	<input type="checkbox"/> Corporate <input type="checkbox"/> Private limited companies

[< PREVIOUS](#) [NEXT >](#)

All My Details Are Correct

Select **Yes**, all details
are correct

Are All of Your Entity Details Correct?

LEGAL ENTITY YOU SELECTED

Test Account

1234 Test Avenue
Seattle, WA 98101-1234
USA

- Yes, all details are correct
- No, some details are incorrect. For example,
- Suite # is missing
 - INC is missing
 - Address is old
 - Doing business as is missing

✕ CANCEL

< PREVIOUS

NEXT >

All Details Are Correct Request Unique Entity ID

Click the box to Include your listing in a **public search** or uncheck to make private

Certify you are authorized to conduct transactions on behalf of your entity

Select **Receive Unique Entity ID**

Request Unique Entity ID

You have validated the following entity.

VALIDATED ENTITY

TEST ACCOUNT

1234 Test Avenue
Seattle, WA 98101
USA

Include in public search

This means your registration status, legal business name, physical address, and other non-sensitive information can be displayed on SAM.gov to any authenticated user. If you feel the public display of your basic entity information poses a security threat or danger to you or your organization, you can restrict the public viewing of your registration record in SAM.gov by deselecting the checkbox.

If you choose to restrict your information from public view, it will also not be visible to other non-federal entities or state and local governments who may wish to do business with you. Certain programs may require you to be included in public search. Either way, your non-sensitive entity information remains available to federal government users and is available through public data services. Learn more about [SAM.gov public search](#).

Before requesting your Unique Entity ID, please certify under penalty of law that you are authorized to conduct transactions for this entity to reduce the likelihood of unauthorized transactions. Then select **Receive Unique Entity ID**.

certify that I am authorized to conduct transactions on behalf of the entity.

Receive Unique Entity ID

SDAELFKTLY7

VERIFIED SAM RECORD

TEST ACCOUNT

1234 Test Avenue
Seattle, WA 98101
USA

State of Incorporation
Washington

You can [go to your Workspace](#) to view your Unique Entity ID or update your entity record.

This entity does not have a registration in [SAM.gov](#). It only has a Unique Entity ID. This means you may not be eligible for some awards. You can choose to register your entity now or in the future. [Learn more about the difference between only getting a Unique Entity ID and registering your entity.](#)

[Go to Homepage](#)

[Go to Workspace](#)



**You Do Not See a Match
For Your Entity And Need to
Submit an Incident**

My Entity is Not Listed

Select I don't recognize my entity on the list
Click on the

Review Entity Information

Review the legal entity list and select whether or not you clearly recognize an entity as yours.

Select an Option

I recognize my entity in the legal entities list.
If some details are not correct, you can update them.

I don't recognize my entity in this list.
Select Next to continue.

LEGAL ENTITIES LIST	WHERE DO THESE RESULTS COME FROM?
Showing Top Results	
GGLO, L.L.C. 1301 1ST AVE SUITE 301 SEATTLE, WA 98101-2171 USA	<input type="checkbox"/> Corporate <input checked="" type="checkbox"/> Limited liability company
JACK STRAW INC 1930 1ST AVE SEATTLE, WA 98101-1011 USA	<input type="checkbox"/> Corporate <input checked="" type="checkbox"/> Private limited companies
PIKE BREWING COMPANY Doing Business As: PIKE BREWING CO 1415 1ST AVE SEATTLE, WA 98101-2017 USA	<input type="checkbox"/> Corporate <input checked="" type="checkbox"/> Ultimate Parent

< PREVIOUS

NEXT >



Enter Incorporation Information

Enter your Start Year and
State of Incorporation

Enter Incorporation Information

Start Year

State of Incorporation

Start Year could be

- your year of incorporation
- your "established date"
- the year you legally began doing business
- the year you received your employer identification number (EIN)

State of incorporation could be where

- you incorporated your organization
- you filed your certificate or articles of formation
- your organization is located, if not incorporated

✕ CANCEL

< PREVIOUS

NEXT >

Confirm Entity Information

Review your Entity Information presented

Confirm Entity Information

YOU ENTERED

Test Account

1234 1st Avenue
Seattle, WA 98101
UNITED STATES

Year of Incorporation
2001

State of Incorporation
Washington

If update is correct select **Next**. If you need to further revise the details, select **Previous**.

✕ CANCEL

< PREVIOUS

NEXT >

Document Your Entity Details

You have an opportunity to upload documentation to validate your information

The **Federal Service Desk (FSD)** will help to resolve your issue

Watch for emails from
General Services Administration Federal
<fsdsupport@gsa.gov>

Document Your Entity Details

1 Review Requirements

View this list of acceptable documents to understand the requirements.

YOU ARE DOCUMENTING

Test Account	Year of Incorporation 2001
1234 1st Avenue Seattle, WA 98101 UNITED STATES	State of Incorporation Washington

2 Attach Documents

You must attach one or more [official documents](#) that prove each of the items listed. A check here confirms you have provided proof for the required item.

- Legal business name and physical address in the same document
- Legal business name and U.S. state of incorporation in the same document
- Legal business name and start year in the same document

The documents you provide may additionally include:

- Legal business name and doing business as name in the same document

Add Document

3 Provide Details (Optional)

Please provide additional context for your specific situation, if necessary.



Acceptable Documents to Validate Your Info

- Secretary of State Certificate of Filing or Certificate of Formation (stamped as filed with an authority)
- Screenshot or PDF file of your business profile in your state online business registry (Department of Revenue) or Secretary of State website (must be current registration and must include the site URL)
- Articles of Incorporation/Organization/Formation (stamped as filed with an authority)
- Department of Treasury IRS letter assigning your EIN
- Bank Statements* (redact information that isn't necessary for validation)
- Utility Bill* (water, gas, or electric only)

*NOTE: Bank Statements & Utility Bills must be from within the last 5 years

Relevant Documents for Corporations-LLCs



WASHINGTON
Secretary of State

<https://www.sos.wa.gov/>

Menu

- About the Office
- Corporations & Charities
- Elections
- Archives
- Library
- Statewide Programs

Corporations

- Search Tools
- Download Forms
- Apostilles
- Service of Process
- Trademarks
- Domestic Partnerships

Nonprofits & Charities

- Nonprofit & Charities Training Resources
- Nonprofit Corporation Forms
- Nonprofit Resources
- Charities Online Filing Instructions & Forms
- Commercial Fundraisers
- Charitable Trusts

Corporations & Charities Filing System


WA Secretary of State: Business-Corporation Search



WASHINGTON CORPORATIONS
AND CHARITIES FILING SYSTEM

Customer Login

Please enter your User ID and Password

 Log In

Remember Me

 Forgot User ID

 Forgot Password

Create a User Account

Create a user account to manage subscriptions, create a business, register a charity, and file amendments and other filings.

Create a User Account

This Website Supports



CCFS Web Browser Supports



EXPRESS ANNUAL REPORT
WITHOUT CHANGES
(NO LOGIN REQUIRED)



EXPRESS ANNUAL REPORT
WITH CHANGES
(NO LOGIN REQUIRED)

Corporation Search

Search by Name or UBI:

Contains Begins With Exact Match

OR

 Search

Advanced Search >

Search historical records at the [Digital Archives](#).
View our current list of Commercial Registered Agents [here](#).



Select Business Name



Corporations and Charities Filing System

Business Search

BUSINESS SEARCH RESULTS

Business Name↓	UBI#	Business Type	Principal Office Address	Registered Agent Name	Status
TEST Account	604 623 112	WA LIMITED LIABILITY COMPANY	1234 Test Avenue, Seattle, WA 98101 UNITED STATES	Test contact	ACTIVE

Page 1 of 1, records 1 to 1 of 1



Back



Select Filing History

Business Information

BUSINESS INFORMATION

Business Name: Test Account	UBI Number: 604 623 112
Business Type: WA LIMITED LIABILITY COMPANY	Business Status: ACTIVE
Principal Office Street Address: 1234 TEST AVENUE, SEATTLE, WA 98101, UNITED STATES	Principal Office Mailing Address: 1234 TEST AVENUE, SEATTLE, WA 98101, UNITED STATES
Expiration Date: 06/30/2023	Jurisdiction: UNITED STATES, WASHINGTON
Formation/ Registration Date: 06/01/2020	Period of Duration: PERPETUAL
Inactive Date:	
Nature of Business: OTHER SERVICES, LIFE AND BUSINESS COACHING	

REGISTERED AGENT INFORMATION

Registered Agent Name: TEST CONTACT	
Street Address: 1234 TEST AVENUE, SEATTLE, WA 98101, UNITED STATES	Mailing Address: 1234 TEST AVENUE, SEATTLE, WA 98101, UNITED STATES

GOVERNORS

Title	Governors Type	Entity Name	First Name	Last Name
GOVERNOR	INDIVIDUAL		TEST	CONTACT

View & Save Selected Document



Corporations and Charities Filing System

Business Search

BUSINESS INFORMATION

Business Name: **Test Account**

UBI Number: **604 623 112**

FILING HISTORY

Filing Number	Filing Date Time	Effective Date	Filing Type	Action
0016955175	06/28/2022 07:59:30 AM	06/28/2022	ANNUAL REPORT	View Documents
0015382567	07/10/2021 08:27:06 PM	07/10/2021	ANNUAL REPORT	View Documents
0016739840	05/01/2022 01:51:55 PM	05/01/2022	ANNUAL REPORT DUE DATE NOTICE	View Documents
0015093513	05/01/2021 02:11:13 PM	05/01/2021	ANNUAL REPORT DUE DATE NOTICE	View Documents
0013571736	05/29/2020 02:44:09 PM	06/01/2020	CERTIFICATE OF FORMATION	View Documents

Back

Save PDF & Upload to SAM.GOV Incident

UNITED STATES OF AMERICA

The State of Washington

Secretary of State

I, **KIM WYMAN**, Secretary of State of the State of Washington and custodian of its seal, hereby issue this

CERTIFICATE OF FORMATION

Test Account

A WA LIMITED LIABILITY COMPANY, effective on the date indicated below.


Effective Date: 03/01/2020
UBI Number: 004 023 112



Given under my hand and the Seal of the State of Washington at Olympia, the State Capital

Kim Wyman

Kim Wyman, Secretary of State
Date Issued: 05/29/2020



Office of the Secretary of State
Corporations & Charities Division

Filed
Secretary of State
State of Washington
Date Filed: 02/11/2021
Effective Date: 02/11/2021
UBI #: 004 715 827

CERTIFICATE OF FORMATION

UBI NUMBER

UBI Number:
004 715 827

BUSINESS NAME

TEST ACCOUNT

REGISTERED AGENT

Registered Agent Name	Street Address	Mailing Address
UNITED STATES CORPORATION AGENTS INC	14205 SE 30TH ST STE 100, BELLEVUE, WA, 98006-1553, UNITED STATES	14205 SE 30TH ST STE 100-288, BELLEVUE, WA, 98006-1500, UNITED STATES

REGISTERED AGENT CONSENT

Customer provided Registered Agent consent? - Yes

DURATION

Duration:
PERPETUAL

EFFECTIVE DATE

Effective Date:
02/11/2021

OTHER PROVISIONS

Other Provisions:
THE PERSONAL LIABILITY OF THE MEMBERS OF THE LIMITED LIABILITY COMPANY FOR MONETARY DAMAGES FOR BREACH OF FIDUCIARY DUTY SHALL BE ELIMINATED TO THE FULLEST EXTENT PERMISSIBLE UNDER WASHINGTON LAW. THE LIMITED LIABILITY COMPANY IS AUTHORIZED TO INDEMNIFY ITS MEMBERS AND MANAGERS TO THE FULLEST EXTENT PERMISSIBLE UNDER WASHINGTON LAW.

This document is a public record. For more information visit www.sos.wa.gov/corps Work Order #: 2021020900088050 - 1
Received Date: 02/09/2021
Amount Received: \$200.00

PRINCIPAL OFFICE

Phone:
Email:
Test-Account@gmail.com

Mailing Address:
1234 TEST AVENUE, SEATTLE, WA 98101
EXECUTOR

Title	Executor Type	Entity Name	First Name	Last Name	Address
EXECUTOR ENTITY		LEGALZOOM.COM, INC.			101 N BRAND BLVD FL 11, GLENDALE, CA, 91203-2638, UNITED STATES

RETURN ADDRESS FOR THIS FILING

Attention:
Email:
ONLINEFILINGS@LEGALZOOM.COM
Address:
101 N BRAND BLVD FL 11, GLENDALE, CA, 91203-2638, UNITED STATES

UPLOAD ADDITIONAL DOCUMENTS

Name	Document Type
No Value Found.	

UPLOADED DOCUMENTS

Document Type	Source	Created By	Created Date
No Value Found.			

EMAIL OPT-IN

I hereby opt into receiving all notifications from the Secretary of State for this entity via email only. I acknowledge that I will no longer receive paper notifications.

AUTHORIZED PERSON - STAFF CONSOLE

Document is signed.

Person Type:
ENTITY
First Name:
Last Name:
Entity Name:

This document is a public record. For more information visit www.sos.wa.gov/corps Work Order #: 2021020900088050 - 1
Received Date: 02/09/2021
Amount Received: \$200.00



Relevant Documents for Sole Proprietors



<https://dor.wa.gov/>

[Laws & rules](#) [Careers](#) [Contact](#) [About](#) [Log in](#)

- Home
- Open a business ▾
- Manage a business ▾
- Taxes & rates ▾
- File & pay taxes ▾
- Education ▾
- Forms & publications ▾



I want to...

- [Get or renew a license](#)
- [File taxes online](#)
- [Find a sales and use tax rate](#)
- [Look up a business](#)
- [Learn about reseller permits](#)
- [Search unclaimed property](#)

Did you receive a letter to verify your active non-reporting (ANR) status?

Need help logging into your My DOR account?
Try our [My DOR Help](#) for instructions, or [contact our](#)

WA Dept of Revenue – Business Lookup



< Services

Business Lookup

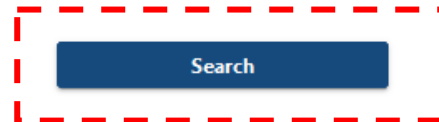
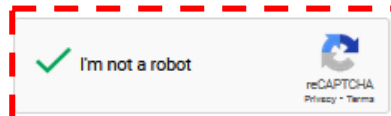
Clear search Search

Search for business licenses, tax accounts, and reseller permits issued by the Washington State Department of Revenue.

Search By

General license Tax account Governing people Trade name Reseller permit

Business street address City State
County Endorsement type



Other Resources

[Professional Licenses \(DOL\)](#)

[Health Care Provider Credential \(DOH\)](#)

[Verify a Contractor, Tradesperson, or Business \(L&I\)](#)

[Find Public Works Projects & Contractors \(L&I\)](#)

[Corporations Registration Data \(SOS\)](#)

[Suspect Fraud \(DOR\)](#)

Select Business Name to View Profile



< Services

Business Lookup

Clear search Search

Search for business licenses, tax accounts, and reseller permits issued by the Washington State Department of Revenue.

Search By

General license



Tax account



Governing people



Trade name



Reseller permit



Business name

UBI/Account ID #

License #

Test Account

Business street address

City

State

County

Endorsement type

Results

Business name	Legal name	UBI #	Business ID #	Location ID #	City	State
Test Account	TEST ACCOUNT	604-623-112	001	0001	SEATTLE	WA

I'm not a robot

Search

Screenshot of the Online DOR Profile



Washington State Department of Revenue

< Business Lookup

License Information:

[New search](#) [Back to results](#)

Entity name: Test Account
Business name: Test Account
Entity type: Sole Proprietor
UBI #: 604-623-112
Business ID: 001
Location ID: 0001
Location: Active
Location address: 1234 TEST AVENUE
SEATTLE, WA 98101
Mailing address: 1234 TEST AVENUE
SEATTLE, WA 98101

Excise tax and reseller permit status: [Click here](#)

Secretary of State status: [Click here](#)

Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
City of Seattle License	SS			Active	Jun-30-2023	Oct-18-2021

Governing People May include governing people not registered with Secretary of State

Use "First issuance date" as Start date

Be sure to capture the site URL in your screenshot for uploading to SAM.GOV

Provide Details NOT Optional

Once you've uploaded your official documents, be sure to clearly document what you need to be updated in the Provide Details (Optional) text box

Try to be as detailed as possible for the Validation Agent reviewing and updating your entity listing

Review Your Submitted Documents

1 Review requirements.

 View this list of [acceptable documents](#) to understand the requirements.

YOU ARE DOCUMENTING

Test Account	Year of Incorporation
1234 Test Avenue	2001
Seattle, WA 98101	State of Incorporation
UNITED STATES	Washington

2 Attach documents.

You must attach one or more [official documents](#) that prove each of the items listed.

- Legal business name and physical address in the same document.
- Legal business name and doing business as name in the same document
- Legal business name and U.S. state of incorporation in the same document
- Legal business name and start year in the same document.



Document
Test Account
Department of
Revenue Listing.pdf
119.165 KB

Update

Delete

Add Document

3 Provide Details (Optional).

Please provide additional context for your specific situation, if necessary.

I have uploaded a screenshot from the Washington State Department of Revenue for my entity Test Account which includes my address at 1234 Test Avenue, Seattle, WA 980101, and my Year of Incorporation 2001 in Washington State. Please update your database to reflect this information.



Tips for Validation Tickets

- ✓ **This process can take a while**, so visit SAM.gov and work on getting your Unique Entity ID (UE) as soon as possible
- ✓ **Only create one Incident per entity**, creating multiple tickets does NOT speed up the handling of your issue and actually may slow down the overall process
- ✓ Watch for emails from **General Services Administration Federal** <fsdsupport@gsa.gov> with requests and updates on your Incident
- ✓ **Remember, each incident is being reviewed by an individual**, so it is important that you be clear with what you are requesting and upload the appropriate accurate documents




Next Steps Once Your Incident is Resolved

Incident Email Response

General Services Administration Federal - Your Incident INC-GSAFSD6764023 has comments added



General Services Administration Federal <fsdsupport@gsa.gov>

To  Test Account

This is an official message sent on behalf of the U.S. General Services Administration's Federal Service Desk (FSD) which provides free help for SAM.gov, FPDS.gov, eSRS.gov, and FSRS.gov

INC-GSAFSD6764023 - Entity Not Found Reference Number: e75cf7f9-c305-4628-b9f1-157f3b549be8

Comments:

2022-09-08 14:40:25 Additional comments

Hello,

We performed a search and were unable to locate your entity in our records. Accordingly, we created a new record for your entity in our database with the details below:

Entity Name: Test Account

Entity DBA (if applicable):

Entity Address: 1234 Test Avenue

Entity City: Seattle

Entity State (if applicable): WA

Entity Zip (if applicable): 98101

Entity Country: US

We will update SAM.gov with your updated information within 24 hours of this email.



Incident Email Response

We will update SAM.gov with your updated information within 24 hours of this email.

1. Log in to SAM.gov and go to your Workspace to continue with your registration. Restart the validation process and enter your entity information as presented above.
2. You should be presented with matching information.
3. Once you locate your entity and select that match in SAM.gov, you will be given your Unique Entity ID (if needed) and allowed to continue with your registration if you choose.

See full instructions with screenshots on getting your Unique Entity ID or completing your registration: <https://go.usa.gov/xuSpr> (Please copy and paste the URL or type it in exactly as written.)

Please let us know if you are not able to locate your entity after 24 hours, or if you have any questions or concerns. Thank you.

EVS Help Desk



This is an official message sent by the SAM.gov Entity Validation Service (EVS) on behalf of the U.S. General Services Administration.


You can view all the details of the incident by following the link below:

You will be required to log into FSD.gov to view the status of your tickets.

Thank you.

Sign In to SAM.GOV & Restart Validation



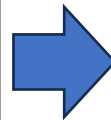
sam.gov is using Login.gov to allow you to sign in to your account safely and securely.


i SAM.gov only recognizes one email address on Login.gov accounts. Adding email addresses to your Login.gov account [may cause your SAM.gov login to fail](#).


Sharing your Login.gov password or using someone else's Login.gov account violates the [rules of use](#).

Email address

Password Show password





Requests Notifications  Workspace Sign Out

Home Search Data Bank Data Services Help

Workspace

Entities

0	0	0	0	1
ACTIVE REGISTRATION	WORK IN PROGRESS REGISTRATION	SUBMITTED REGISTRATION	ID ASSIGNED	PENDING ID ASSIGNMENT

Next Update Due: Due in Next 30 days: 0 Entities

Register Your Entity or Get a Unique Entity ID

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

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?](#)

System Accounts

0	0	0	0	0
ACTIVE	DRAFT	CHANGE REQUEST	PENDING	DEACTIVATED

Profile

Test Account
test-account@gmail.com

Pending Requests

No pending requests [See All](#)

Notifications

No available notifications [See All](#)



Enter Entity Information

Incident Response Email:

We performed a search and were unable to locate your entity in our records. Accordingly, we created a new record for your entity in our database with the details below:

Entity Name: Test Account
Entity DBA (if applicable):
Entity Address: 1234 Test Avenue
Entity City: Seattle
Entity State (if applicable): WA
Entity Zip (if applicable): 98101
Entity Country: US

We will update SAM.gov with your updated information within 24 hours of this email.

Enter Entity Information

All the following information will be used to validate your entity, unless marked as optional.

Legal Business Name

If you are acting on behalf of a limited partnership, LLC, or corporation, your legal business name is the name you registered with your state filing office.

Doing Business As (Optional)

Doing business as is the commonly used other name, such as a franchise, license name, or acronym. Leave blank if not applicable.

Physical Address

Your physical address is the street address of the primary office or other building where your entity is located. A post office box may not be used as your physical address.

Country

Street Address 1

Street Address 2 (Optional)

ZIP Code

City

State

Validate Entity

You Are About to Validate Your Entity

What is validation? ⓘ

The information you provide here will be used throughout the federal government. Make sure that your information is current and correct.

Before you get started, make sure you can officially document your entity's

- [Legal business name](#) ⓘ
- [Physical address](#) ⓘ (no P.O. boxes or virtual offices)
- [Start year](#) ⓘ
- [National identifier](#) ⓘ (non-U.S. entities only)
- **Country or state of incorporation, if applicable**

Some entities may need to provide documentation to complete validation, which will take additional time to process.



I can provide **official documentation**, if necessary, to validate my entity.




Download Your Registration Guide


Download Guide

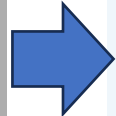
< PREVIOUS

NEXT >

Review Entity Information

 We are searching millions of records to find a match for your entity.
Thank you for your patience.

  
Previous Cancel Next




1 Get Started 2 **Validate Entity** 3 Get Unique Entity ID 4 Done

Review Entity Information

Select an Option

recognize my entity in the legal entities list.
If some details are not correct, you can update them.


I don't recognize my entity in this list.
Select Next to continue.




 **Select From the List**

Then select **Next** to continue

LEGAL ENTITIES LIST WHERE DO THESE RESULTS COME FROM?

Showing Top Results

 TEST ACCOUNT
1234 TEST AVENUE
SEATTLE, WA 98101 USA

  
Previous Cancel Next

Request Unique Entity ID

Request Unique Entity ID

You have validated the following entity.

VALIDATED ENTITY

TEST ACCOUNT

1234 TEST AVENUE
SEATTLE, WA 98101
USA



Include in public search

This means your registration status, legal business name, physical address, and other non-sensitive information can be displayed on SAM.gov to any authenticated user. If you feel the public display of your basic entity information poses a security threat or danger to you or your organization, you can restrict the public viewing of your registration record in SAM.gov by deselecting the checkbox.

If you choose to restrict your information from public view, it will also not be visible to other non-federal entities or state and local governments who may wish to do business with you. Certain programs may require you to be included in public search. Either way, your non-sensitive entity information remains available to federal government users and is available through public data services. Learn more about SAM.gov public search.

Before requesting your Unique Entity ID, please certify under penalty of law that you are authorized to conduct transactions for this entity to reduce the likelihood of unauthorized transactions. Then select **Receive Unique Entity ID**.



certify that I am authorized to conduct transactions on behalf of the entity.

Receive Unique Entity ID

Receive Unique Entity ID



Receive Unique Entity ID

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

J9VKQSJU8G91

VERIFIED SAM RECORD

TEST ACCOUNT

1234 TEST AVENUE
SEATTLE, WA 98101
USA

You can **go to your Workspace** to view your Unique Entity ID or update your entity record.

This entity does not have a registration in [SAM.gov](#). It only has a Unique Entity ID. This means you may not be eligible for some awards. You can choose to register your entity now or in the future.

[Learn more about the difference between only getting a Unique Entity ID and registering your entity.](#)

Go to Homepage

Go to Workspace



Thank You

Leslie Miller, Advisor
Washington APEX Accelerator

www.washingtonapex.org

info@washingtonapex.org