

Unique Entity ID (UEI) Number Requirement

What is a UEI number?

The Unique Entity ID (UEI) is a 12-character alphanumeric identifier used in SAM.gov and other federal government systems to identify a unique entity.

Why do I need to provide a UEI Number?

The federal government requires organizations to obtain and register a UEI number in the System for Award Management (SAM.gov) to receive federal grant funds. A “Financial Assistance” type UEI registration is required, at minimum, for federal grant purposes.

How do I find out if my organization already has a UEI number?

Navigate to the [How Can I View My Unique Entity ID](#) on the [SAM.gov](#) website. If you do not have an account, navigate to [SAM.gov](#) and click on the green 'Get Started' button .

How do I obtain a UEI number?

Go to the [SAM.gov](#) website and click on the green “Get Started” button. SAM.gov must first validate that your entity before generating a UEI.

What information is required to validate my entity?

SAM.gov requires the entity's legal business name, physical address, start year, and state of incorporation or national identifier. Submission of official documents is required for entity validation. The Federal Service Desk has a [one-page reference document](#) that lists acceptable documentation for entity validation.

If I already have my Unique Entity ID, how do I register my entity?

Sign in to SAM.gov and go to your workspace. Select the entity that has “ID Assigned” status, select “More”, and then select “Register”. Complete each section of the registration until you can review and “Submit”.

How often must I renew my UEI Registration?

You must renew and revalidate your registration at least every 12 months from the date you last certified and submitted the registration in SAM.gov - or sooner if your entity's information changes.

Is there a fee for obtaining or registering for a UEI number?

No. There is no charge for obtaining a UEI number or registering a UEI number with SAM.gov.

Questions:

Visit the Federal Services Desk frequently asked questions at [FSD.gov](#), or call the Federal Service Desk at 1-866-606-8220.