

HOW TO SUBMIT PROOF OF ELIGIBILITY TO RECEIVE FEDERAL FUNDS

In order to complete the Department of Law & Public Safety Debarment and Suspension Certification, you must access www.sam.gov and print out proof of eligibility to receive federal funds.

1. ACCESS: WWW.SAM.GOV > SEARCH RECORDS

The screenshot shows the SAM.gov homepage. At the top right, there are fields for 'USER NAME' and 'PASSWORD' with a 'LOG IN' button. Below these are links for 'Forgot Username?' and 'Forgot Password?'. A 'Create an Account' link is also present. A navigation bar contains 'HOME', 'SEARCH RECORDS', 'DATA ACCESS', 'GENERAL INFO', and 'HELP'. The main content area is divided into three columns: 'CREATE USER ACCOUNT', 'REGISTER/UPDATE ENTITY', and 'SEARCH RECORDS'. The 'SEARCH RECORDS' column contains a 'Search Records' button, which is highlighted with a large yellow arrow pointing to it from the right.

2. ENTER DUNS NUMBER AND SEARCH

Search Records

Search Tips to Get Started:

- Looking for entity registration records or entity exclusion records in SAM? Use **Quick Search** if you know an entity's Business Name, DUNS Number or CAGE Code. Use **Advanced Search** to structure your search using multiple categories and criteria.
- Are you a Federal government employee? Create a SAM user account with your government e-mail address and log into SAM before searching to see FOUO information and registrants who chose to opt out of the public search.
- Conducting small business-focused research? In addition to what is contained in SAM, small businesses can provide the Small Business Administration (SBA) supplemental information about themselves. Use the [SBA's Dynamic Small Business Search](#) to conduct further market research.
- Trying to find a contractor participating in the Disaster Response Registry? Use the **Disaster Response Registry Search** to locate contractors willing to provide debris removal, distribution of supplies, reconstruction, and other disaster or emergency relief services in the event of a national disaster.

Choose Quick Search or Advanced Search

The screenshot shows the search interface. On the left, under 'QUICK SEARCH:', there is a text input field with the placeholder 'Enter your specific search term' and an example '(Example of search term includes the entity's name, etc.)'. Below this are two search options: 'DUNS Number Search:' with an input field 'Enter DUNS number ONLY', and 'CAGE Code Search:' with an input field 'Enter CAGE code ONLY'. A large yellow arrow points from the left towards the 'DUNS Number Search' input field. On the right, under 'ADVANCED SEARCH:', there is a description 'Use specific criteria in multiple categories to structure your search.' and three buttons: 'ADVANCED SEARCH - ENTITY', 'ADVANCED SEARCH - EXCLUSION', and 'DISASTER RESPONSE REGISTRY SEARCH'.

3. CLICK VIEW DETAILS

TOTAL RECORDS: 1 Save PDF | Export Results | Print
Result page 1 of 1 Sort by Modified Date | Order by Descending

FILTER RESULTS

Your search returned the following results...

By Record Status

Active
 Inactive

By Record Type

Entity Registration
 Exclusion

[Apply Filters](#)

Entity ASBURY PARK, CITY OF Status: Active [+](#)

DUNS: 049873235 CAGE Code: 4LPoo [View Details](#)
Has Active Exclusion?: No DoDAAC:
Expiration Date: 10/03/2017 Delinquent Federal Debt? No
Purpose of Registration: Federal Assistance Awards Only



4. PRINT THIS SCREEN, ATTACH TO DEBARMENT & SUSPENSION CERTIFICATION

ASBURY PARK, CITY OF 1 MUNICIPAL PLZ
DUNS: 049873235 CAGE Code: 4LPoo ASBURY PARK, NJ, 07712-7026 ,
Status: Active UNITED STATES
Expiration Date: 10/03/2017
Purpose of Registration: Federal Assistance Awards Only

Entity Overview

Entity Registration Summary

Name: ASBURY PARK, CITY OF
Business Type: US Local Government
Last Updated By: Guy Thompson
Registration Status: Active
Activation Date: 10/03/2016
Expiration Date: 10/03/2017

Exclusion Summary

Active Exclusion Records? No