

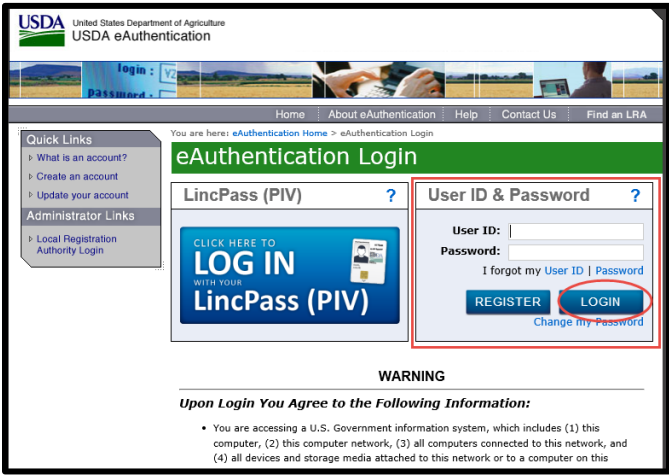
Agricultural Marketing Service

ePACA Portal - First Time Users for License Renewals or Reinstatements

If you've never logged in to the ePACA Portal, you will first need to get a USDA eAuthentication account.

Go to: <https://identitymanager.ems.usda.gov/registration/selfRegistrationForm.aspx?level=1>

Follow the instructions to submit the required information.

Current (or Previous) PACA Licensees	
<p>1. Obtain your ePACA ID</p> <p>This is a 6-digit number assigned by the ePACA system.</p> <p>The ePACA ID is NOT your PACA license number.</p>	<p>For businesses for which PACA has an email address on file, you will receive a renewal notification email 45 days prior to your PACA license anniversary date. This email provides the online renewal instructions and your ePACA ID.</p> <p>If you have not received your ePACA ID by email, please contact the National License Center at (800) 495-PACA (7222), Option 1.</p> <p>Or send an email to: PACALicense@usda.gov to request your ePACA ID. Include in your email:</p> <ul style="list-style-type: none"> Business name on your current or previous license PACA license number Your email address that you used for the eAuthentication account
<p>2. Login to the USDA eAuthentication page by entering your User ID and password, and clicking on the LOGIN button.</p> <p>**Use the Google Chrome web browser when using the ePACA Portal.</p> <p>If you do not have Chrome on your computer, you can download it here: https://www.google.com/chrome/</p>	<p>Go to the ePACA Portal website at this link: https://usdaams.servicenow.com/epaca</p> <div style="text-align: center;">  </div> <p>NOTE: The ePACA Portal is hosted on a commercial cloud platform called ServiceNow. The USDA ServiceNow platform is authorized to host the ePACA system and the PACA license information in a secure manner that meets federal information security requirements.</p>



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3. Enter your ePACA ID

Add Entity to your account

To associate your account with an entity, please, fill in the form below. All fields are mandatory.

Do you currently or have you ever held a PACA license?*

Please enter your ePACA ID*

We will use that to associate your account with the corresponding Entity.

4. You will then be brought to your ePACA Portal business page, where you can access online services to renew your license or file a complaint.