

# Quick Start Guide to CAGE Ownership of Offeror

## Helpful Information

### What is the requirement?

Effective November 1, 2014, Federal Acquisition Regulation (FAR) Subpart 4.18 - Commercial and Government Entity Code (CAGE) requires you to answer questions about your entity's ownership in order to maintain an active registration in SAM. Offerors, if owned or controlled by another entity, shall provide the contracting officer the CAGE Code and legal name of that entity.

### What is an Offeror?

**Offeror** means the entity being registered in SAM to do business with the U.S. Federal government.

### What is an Immediate Owner?

**Immediate Owner** means an entity, other than the offeror, that has direct control of the offeror. Indicators of control include, but are not limited to, one or more of the following: Ownership or interlocking management, identity of interests among family members, shared facilities and equipment, and the common use of employees.

### What is a Highest-Level Owner?

**Highest-Level Owner** means the entity that owns or controls an immediate owner of the offeror, or that owns or controls one or more entities that control an immediate owner of the offeror. No entity owns or exercises control of the highest level owner.

### What if my entity's international owner doesn't have an NCAGE Code?

If your entity's owner is located outside the U.S. or its territories and does not have a NATO CAGE (NCAGE) Code searchable in the BINCS, they need to request an NCAGE Code using the [NCAGE Request Tool](#).

You can complete your current entity registration / update without your owner's NCAGE Code. You get a 90-day grace period from the date you submit your registration.

However, once your international owner's NCAGE Code has been assigned and appears in BINCS, you must [log back into SAM](#), update your entity registration, and provide your international owner's NCAGE Code on the CAGE Ownership Details page.

If you do not update your entity's registration to provide the NCAGE Code for your international owner within 90 days, your entity's registration will expire.

## Steps for Responding to CAGE Ownership of Offeror

1. Go to [www.sam.gov](http://www.sam.gov) and login with your SAM username and password.
2. Select "Register/Update Entity." If you state that you are pursuing Federal contracts for your purpose of registration, this requirement applies to you.
  - Remember, the entity registration you are creating or updating in SAM is considered the offeror for the purposes of this requirement.
3. The new Ownership of Offeror questions are in the "Core Data" section of your entity registration. Once you pass the "CAGE or NCAGE Code" page, you will see a new page called CAGE Ownership Details.
4. On this new page, SAM will present you with a series of questions to determine if another entity owns or controls the entity you are registering.
5. If you state that your entity has an Immediate Owner and/or a Highest-Level Owner, you must provide the CAGE Code(s). SAM will then verify your owner's CAGE Code(s) with the Defense Logistics Agency (DLA) CAGE database.
  - If you know your owner's CAGE Code, you must enter and verify it in SAM on the CAGE Ownership Details page. SAM will show you the Legal Business Name and Physical Address associated with the CAGE Code you provided so you can confirm you are identifying the correct entity as your owner.
  - If you don't know your owner's CAGE Code, you can search the CAGE database for it using the DLA Business Identification Number Cross-Reference System (BINCS) [search page](#). Then, you must enter and verify your owner's CAGE Code in SAM on the CAGE Ownership Details page.
6. The responses you provide on the CAGE Ownership Details page will be used to complete a new FAR provision (FAR 52.204-17 Ownership or Control of Offeror) which you will certify to in the "Representations and Certifications" section of your entity registration.

## What if my entity's owner doesn't have a CAGE Code?

If your entity's owner is located in the U.S. or its territories, they can get a CAGE Code assigned in one of two ways:

1. They can either register in SAM and a CAGE Code will be assigned during processing, or
2. If your entity's owner does not intend to do business with the U.S. Federal Government directly and FAR Subpart 4.18 does not require them to register in SAM, they will need to request one from the DLA CAGE Branch directly by [completing their request on-line](#). If your entity's owner has difficulty completing their request on-line and needs assistance, please contact the DLA Customer Interaction Center at [dlacontactcenter@dla.mil](mailto:dlacontactcenter@dla.mil) or call Commercial 1-877-352-2255 or DSN 661-7766.

For additional information on CAGE Ownership of Offeror requirements, contact the Federal Service Desk (FSD) at <https://www.fsd.gov/>

