Setting Up a Supplier ID Number

You need access to a printer/scanner as well as a W9 and your bank information (bank name, account & routing number)

Go to [http://www.supplier.obm.ohio.gov/](http://www.supplier.obm.ohio.gov/)

Under “Don’t have an account yet?” click Sign Up

![Ohio Supplier Portal Sign Up Screen](image)

This screen will appear. Click on Continue

![Ohio Supplier Portal Continue Screen](image)
This screen appears to set up your account username and password. Fill in the requested information, then click create account.

Once you have successfully created your login and password, you will see this. Click “Go to Login”
From the login page, type in your username and password, then login

This screen will appear, under New Supplier, click “Start Registration”

Follow the instructions and fill out each portion of requested information.