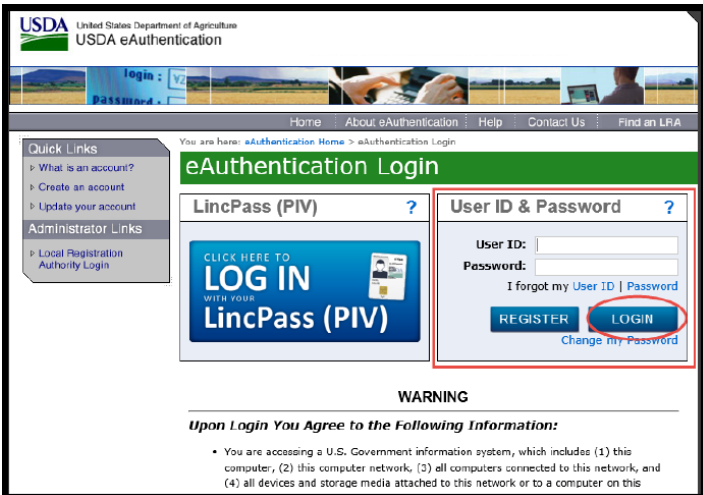


## ePACA Portal - First Time Users for License Renewals or Reinstatements

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

Go to: <https://www.eauth.usda.gov/eauth/b/usda/registration>

- Choose "Customer", Click "Continue" button, follow the instructions to submit the required information (email);
- You will receive an e-mail to activate your eAuth account. Once you've activated your eAuth account, you can login to the ePACA Portal with your username and password.

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 <b>NOT</b> 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: <a href="mailto:PACALicense@usda.gov">PACALicense@usda.gov</a> to request your ePACA ID. Include in your email:</p> <ul style="list-style-type: none"> <li>• Business name on your current or previous license</li> <li>• PACA license number</li> <li>• Your email address that you used for the eAuthentication account</li> </ul>
<p>2. Login to the USDA eAuthentication page by entering your User ID and password, and clicking on the LOGIN button.</p> <p><b>**Use the Google Chrome web browser when using the ePACA Portal.</b></p> <p>If you do not have Chrome on your computer, you can download it here: <a href="https://www.google.com/chrome/">https://www.google.com/chrome/</a></p>	<p>Go to the ePACA Portal website at this link: <a href="https://apps.mrp.usda.gov/epaca">https://apps.mrp.usda.gov/epaca</a></p> 



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?\*

Yes ▼

Please enter your ePACA ID\*

Enter ePACA ID

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

Submit

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.