

Access User ID

To obtain your user ID or reset your password, contact your **PLSA** or **LSA**. You can also have your User ID or a temporary password emailed to you. Once you sign in with your temporary password, you will need to reset it.

To access your user ID, complete the following steps:

1. From the Fiscal Service Single Sign On page, click **Forgot your User ID?**. *The Self-Service Account/Password Reset* page appears.
2. Enter the characters that you see in the image in the text box and click **Next**. The *Treasury Enterprise ID* page appears.
3. Enter your email address and click **Next**. A confirmation page appears showing your request for your User ID has been completed.
4. Click **Finish**.