Saginaw County, MI Vendor Self Service Instructions



11/3/2021

To register as a vendor with Saginaw County visit: https://tylermunisselfservice.saginawcounty.com/vss/

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	Saginaw County Self Services - Test			-
Home	Welcome to Saginaw County's self service portal for vendors.			
/endor Self Service	Already registered as a Saginaw County Vendor?			
Vendor Sen Service	Vendors that have already registered for self-service log in using the arrow in the upper right-hand corner.			
	Looking to become a Saginaw County vendor?			
	Click on Vendor Self Service on the left to get started.			
				 Choose Vendor Self Service
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	Don't have an account? Sign up		

• Register/Sign up for a new account

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- Email
- Password
- First Name
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Sign up



Verify your email has been received.

Go back to sign in.

Welcome to your Community Access account 🗈 🗠 🖾

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Hi Steve Test,

Welcome to your Community Access account!

Your organization uses Community Access and Tyler Technologies to manage access to applications which serve citizens.

Community Access provides access to all of your citizen applications and connects you to other public applications within Tyler Technology's ecosystem.

Learn more about Community Access.

To verify your email address and activate your account, please click the following link:



This link expires in 7 days.

From the email sent from -Community Access Identity

Select Activate account option.





Enter

- Email address
- Password

Sign in





- Create a New Vendor if you do not already have a vendor number for Saginaw County.
- Link to Existing if you know your vendor number.
- If you are unsure please contact us at <u>financialservices@saginawcounty.</u> <u>com</u>.

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	Send Purchase Orders to the above address	US	Geographic	~
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- Remain on page until New Vendor Registration Confirmation is received.
- Once New Vendor Registration Confirmation is displayed, navigate to User Menu and select Log Out.

Vendor registration is now complete and is being reviewed by the Saginaw County Finance Department.

A confirmation email from financialservices@saginawcounty.com will be sent once your information has been confirmed.