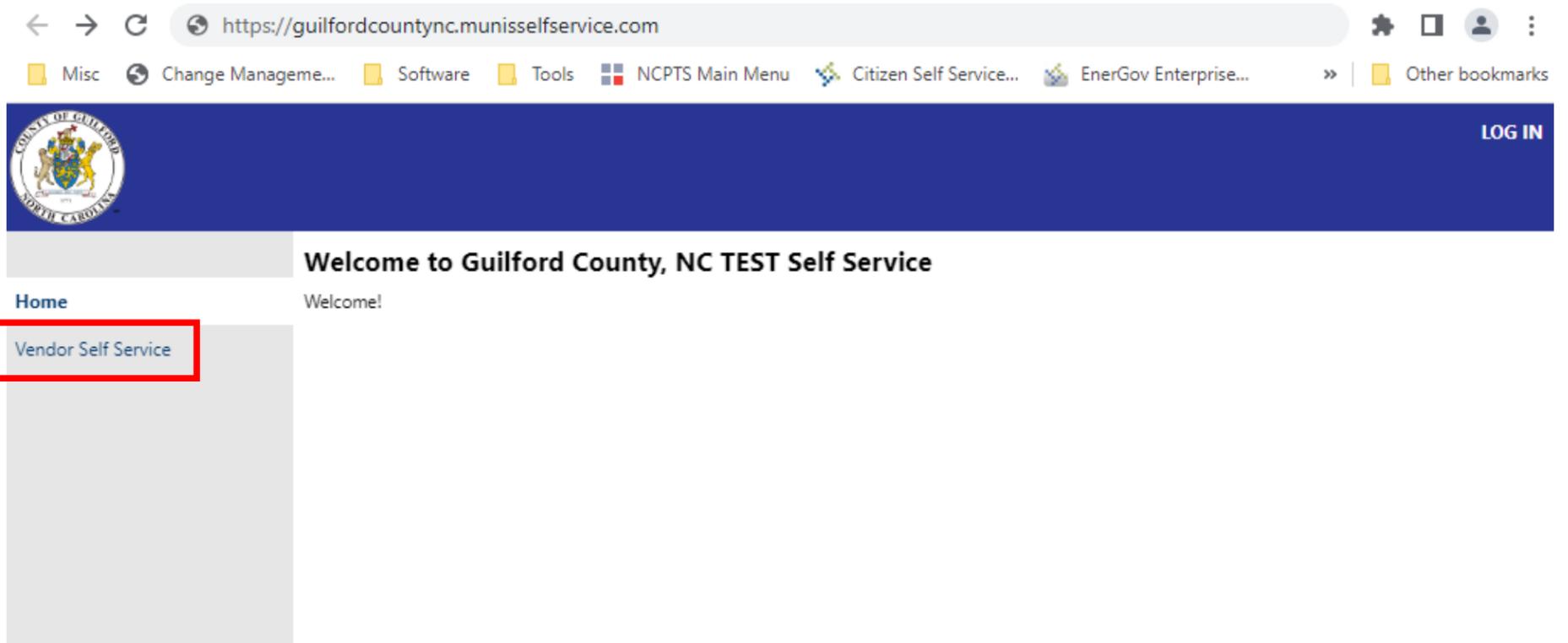


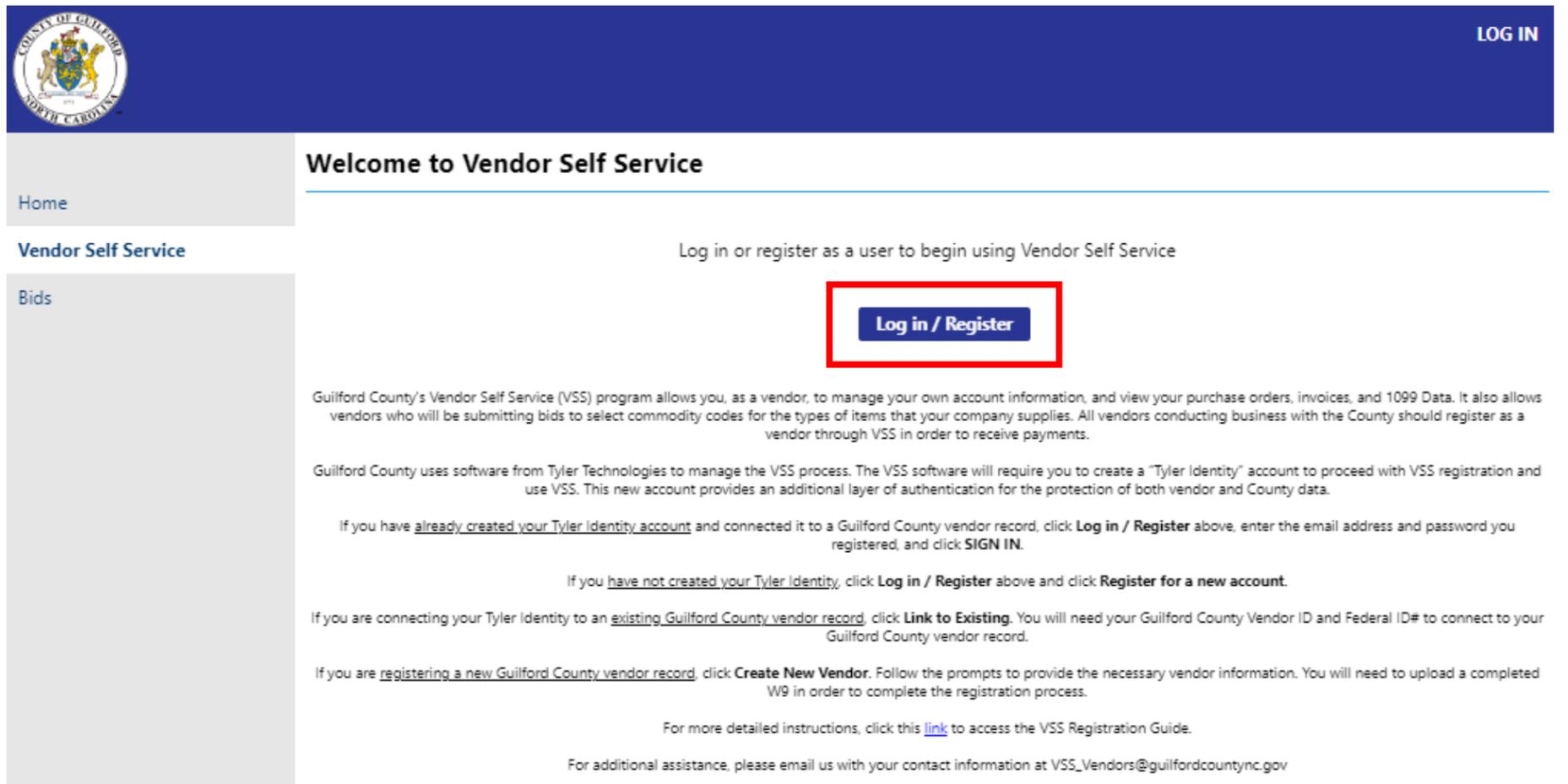
In a Chrome or Edge web browser window, enter the following link in the search bar

<https://guilfordcountync.munisselfservice.com/>

Click the Vendor Self Service link on the left side of the page



Click on the Log in/Register button



Log in or register as a user to begin using Vendor Self Service

[Log in / Register](#)

Guilford County's Vendor Self Service (VSS) program allows you, as a vendor, to manage your own account information, and view your purchase orders, invoices, and 1099 Data. It also allows vendors who will be submitting bids to select commodity codes for the types of items that your company supplies. All vendors conducting business with the County should register as a vendor through VSS in order to receive payments.

Guilford County uses software from Tyler Technologies to manage the VSS process. The VSS software will require you to create a "Tyler Identity" account to proceed with VSS registration and use VSS. This new account provides an additional layer of authentication for the protection of both vendor and County data.

If you have already created your Tyler Identity account and connected it to a Guilford County vendor record, click **Log in / Register** above, enter the email address and password you registered, and click **SIGN IN**.

If you have not created your Tyler Identity, click **Log in / Register** above and click **Register for a new account**.

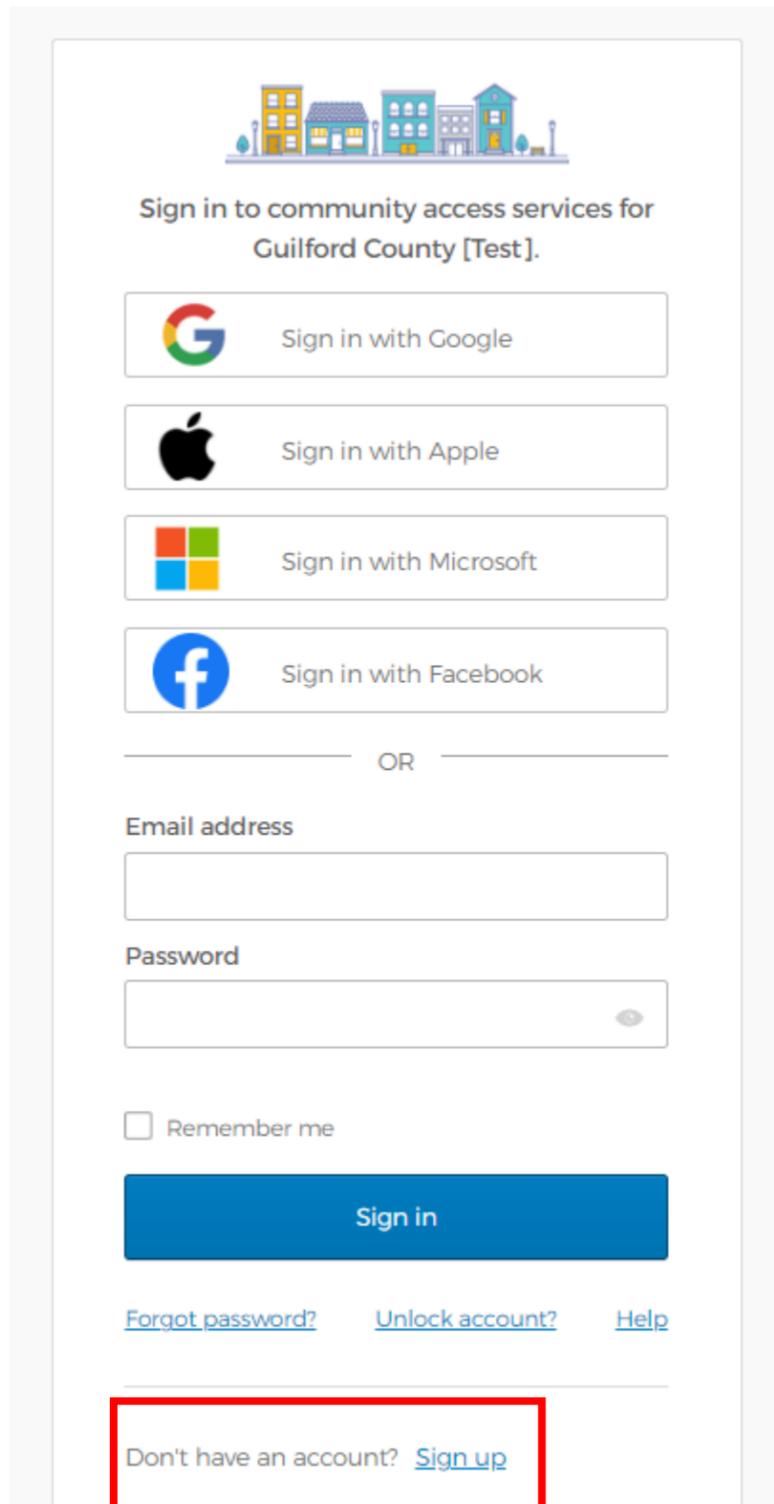
If you are connecting your Tyler Identity to an existing Guilford County vendor record, click **Link to Existing**. You will need your Guilford County Vendor ID and Federal ID# to connect to your Guilford County vendor record.

If you are registering a new Guilford County vendor record, click **Create New Vendor**. Follow the prompts to provide the necessary vendor information. You will need to upload a completed W9 in order to complete the registration process.

For more detailed instructions, click this [link](#) to access the VSS Registration Guide.

For additional assistance, please email us with your contact information at VSS_Vendors@guilfordcountync.gov

Click the Don't have an account? Sign Up link at the bottom of the screen



Sign in to community access services for Guilford County [Test].

Sign in with Google

Sign in with Apple

Sign in with Microsoft

Sign in with Facebook

OR

Email address

Password

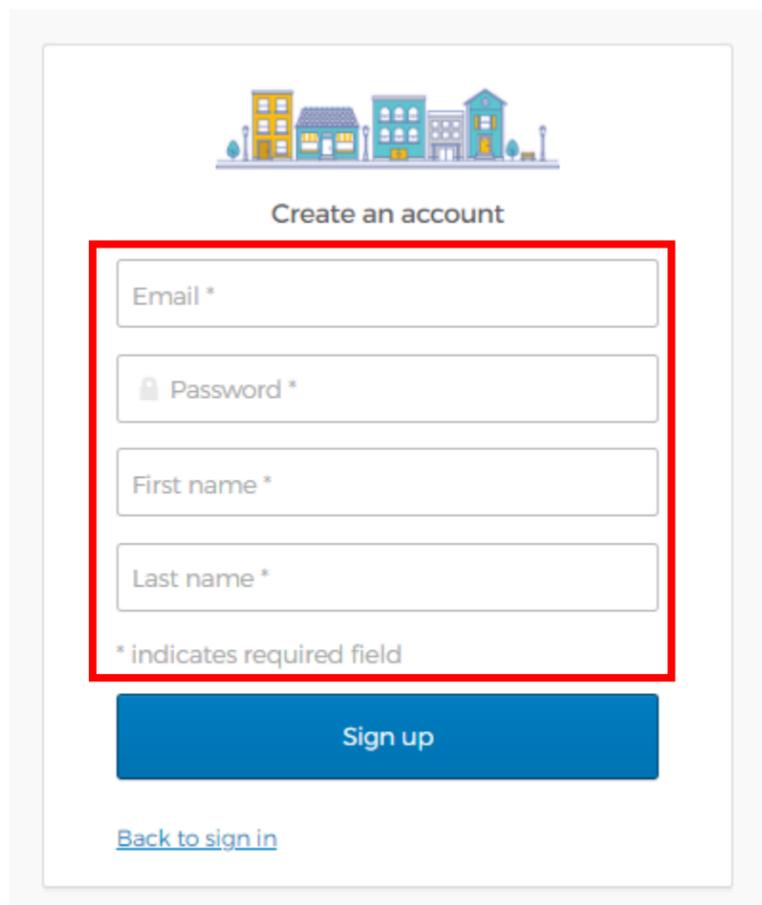
Remember me

Sign in

[Forgot password?](#) [Unlock account?](#) [Help](#)

Don't have an account? [Sign up](#)

Enter your details in the boxes and click the Sign up button



Create an account

Email *

Password *

First name *

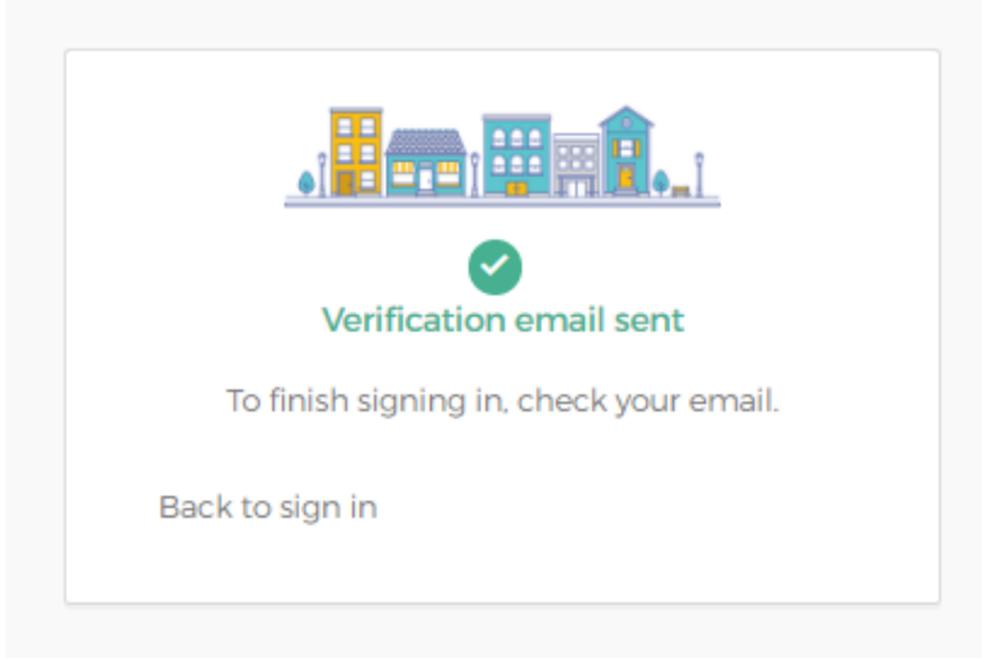
Last name *

* indicates required field

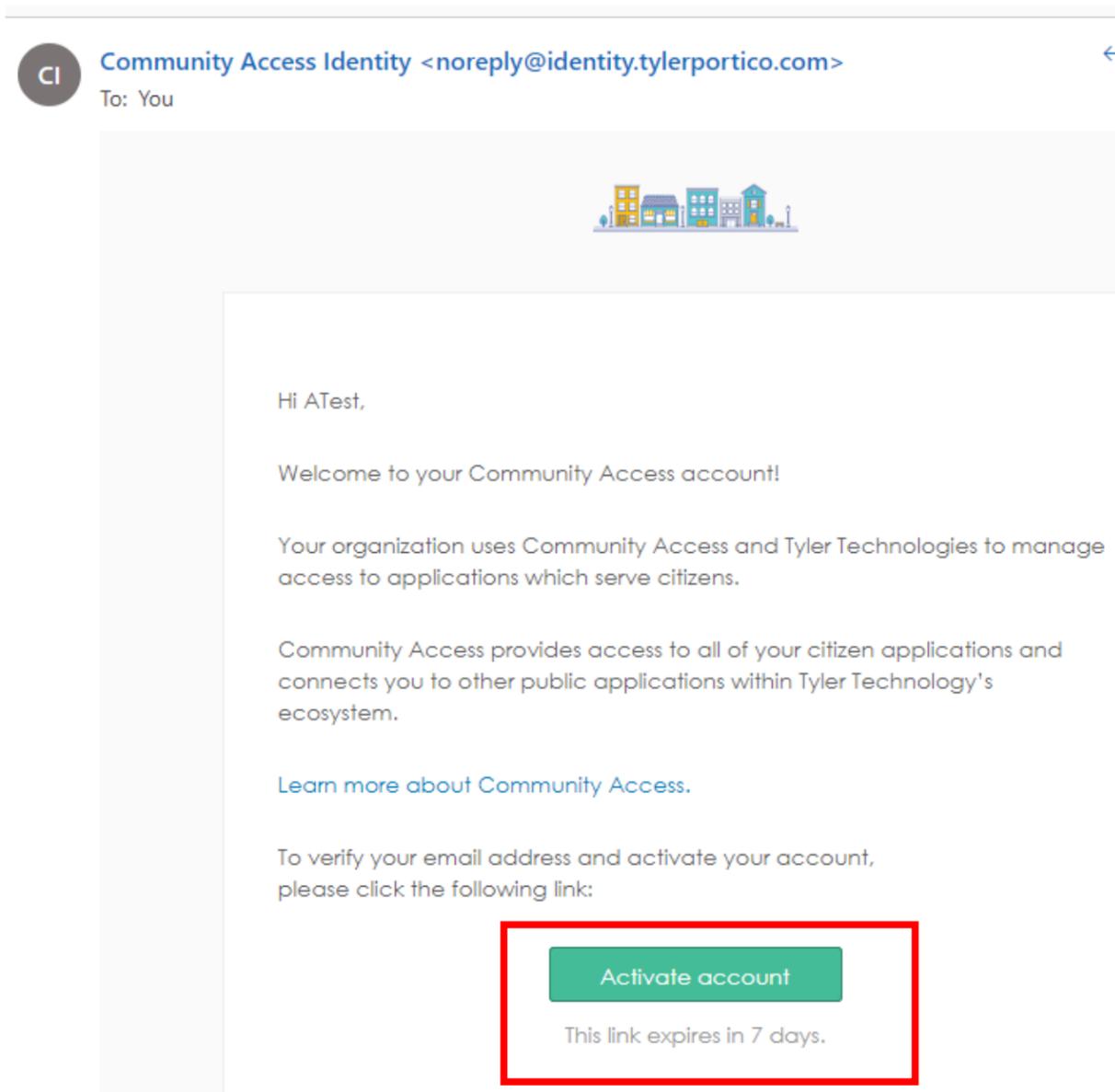
Sign up

[Back to sign in](#)

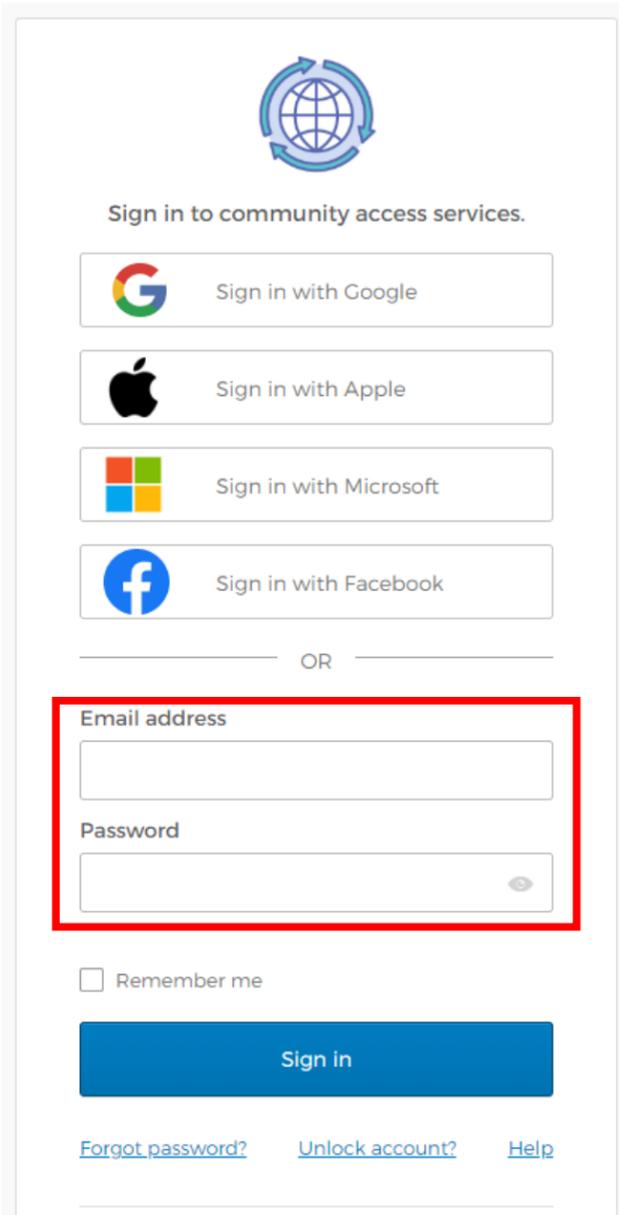
You should see the following. Login to your email account to complete the sign up process.



In your email inbox, you should see an email that looks like this. Click on the Activate account button. Do not click on this button more than once. It may take some time for the next screen to appear.



After clicking the Activate account link, this screen should appear. Enter the email address and password you used when signing up. Then, click the Sign in button.



Sign in to community access services.

Sign in with Google

Sign in with Apple

Sign in with Microsoft

Sign in with Facebook

OR

Email address

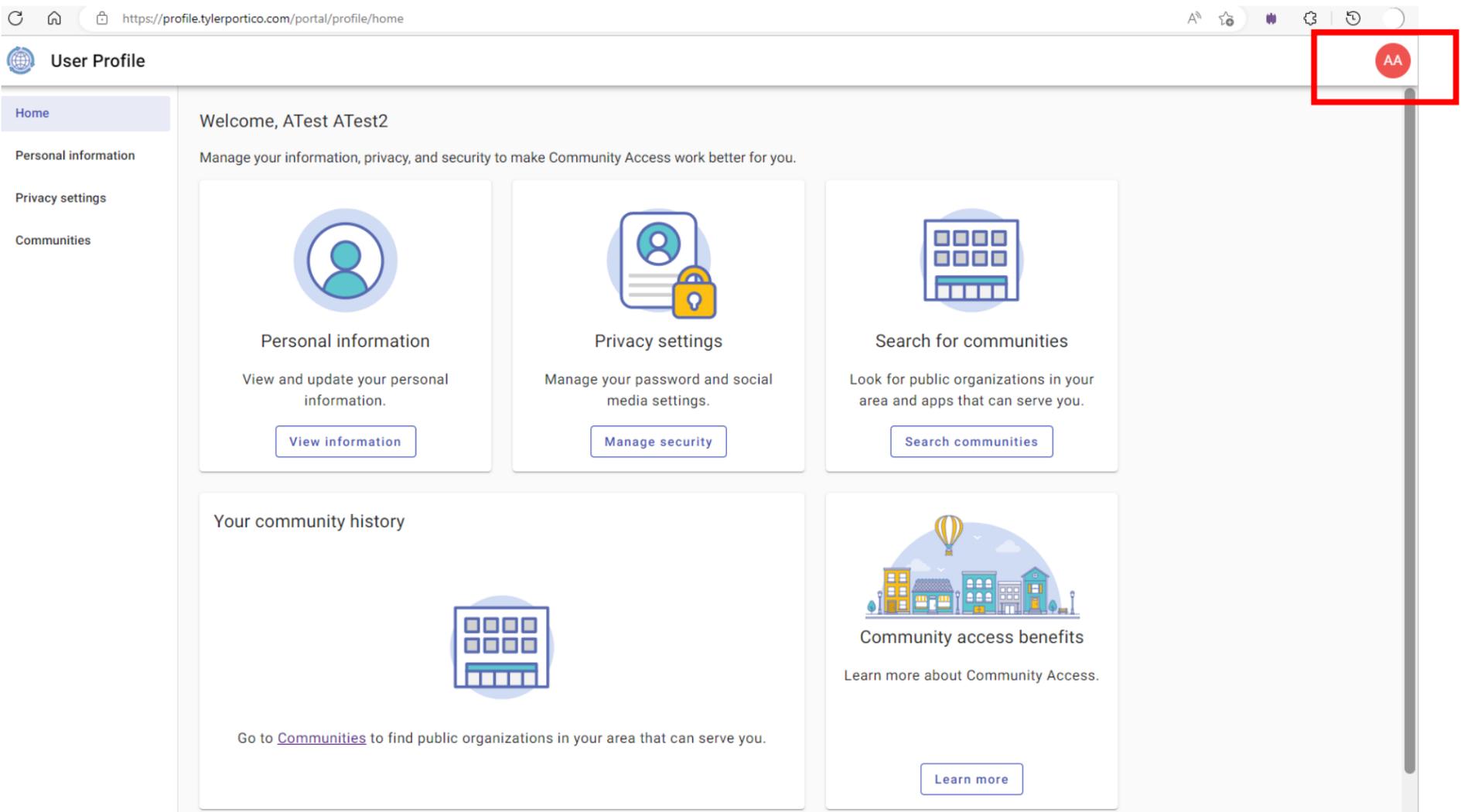
Password

Remember me

Sign In

[Forgot password?](#) [Unlock account?](#) [Help](#)

This screen will appear and it indicates that your account has been successfully created and verified. Click the initials circle at the top right and use the logout option. Your initials may be different from those displayed in the screenshot below. After logging out, you may close your browser window.



https://profile.tylerportico.com/portal/profile/home

User Profile

Home

Personal information

Privacy settings

Communities

Welcome, ATest ATest2

Manage your information, privacy, and security to make Community Access work better for you.

Personal information

View and update your personal information.

View information

Privacy settings

Manage your password and social media settings.

Manage security

Search for communities

Look for public organizations in your area and apps that can serve you.

Search communities

Your community history

Go to [Communities](#) to find public organizations in your area that can serve you.

Community access benefits

Learn more about Community Access.

Learn more

AA

In a Chrome or Edge web browser window, enter the following link in the search bar

<https://guilfordcountync.munisselfservice.com/>

Click the LOG IN link at the top right

Enter the verified email address and password that you created in the previous steps. Then, click the Sign in button.

You should see the following screen

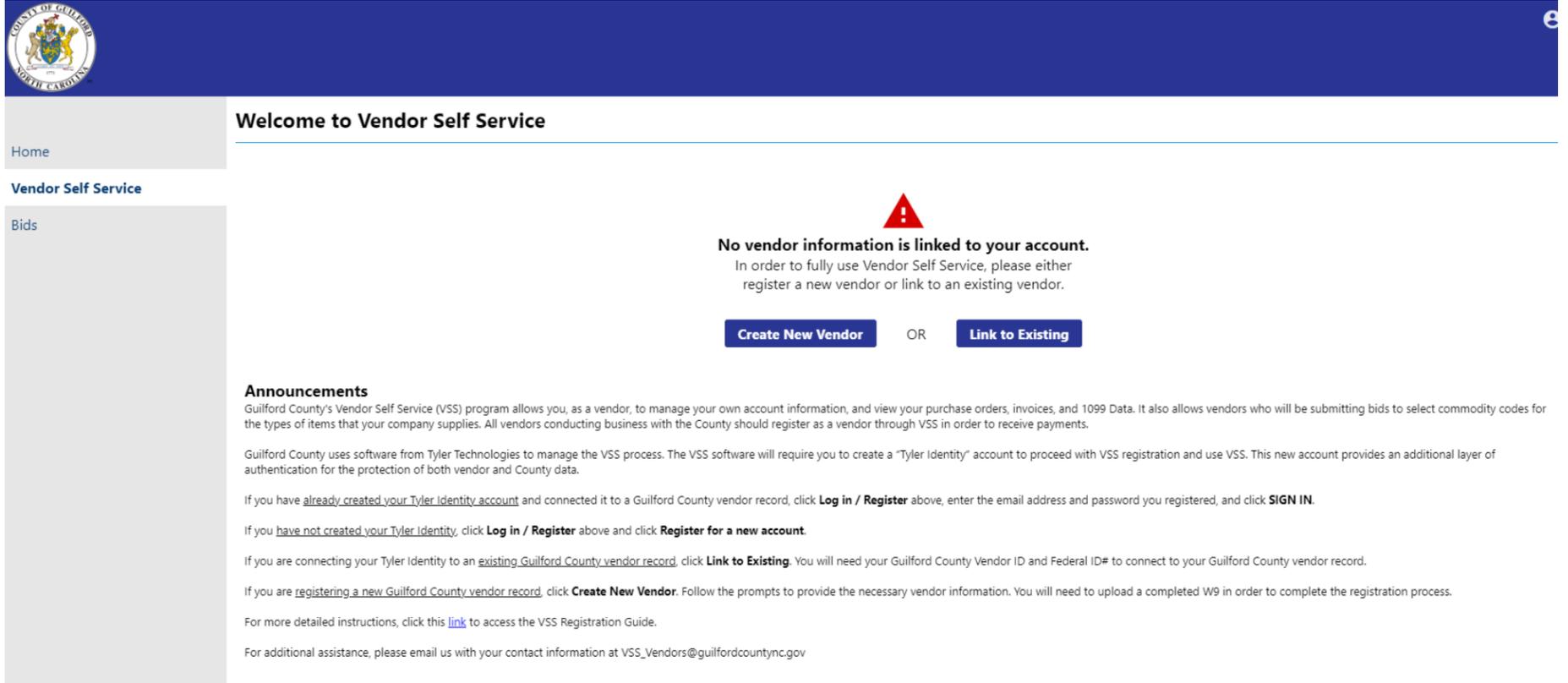
1. If you have never done business with Guilford County, click the Create New Vendor button.

Complete the steps to register as a new Vendor

2. If you already have a vendor number with Guilford County, click the Link to Existing button.

You will be asked for your Guilford County vendor number when using this option.

If you do not know your vendor number please contact Guilford County vendor assistance.



 **Welcome to Vendor Self Service**

Home

Vendor Self Service

Bids



No vendor information is linked to your account.
In order to fully use Vendor Self Service, please either register a new vendor or link to an existing vendor.

[Create New Vendor](#) OR [Link to Existing](#)

Announcements
Guilford County's Vendor Self Service (VSS) program allows you, as a vendor, to manage your own account information, and view your purchase orders, invoices, and 1099 Data. It also allows vendors who will be submitting bids to select commodity codes for the types of items that your company supplies. All vendors conducting business with the County should register as a vendor through VSS in order to receive payments.

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If you [have not created your Tyler Identity](#), click **Log in / Register** above and click **Register for a new account**.

If you are connecting your Tyler Identity to an [existing Guilford County vendor record](#), click **Link to Existing**. You will need your Guilford County Vendor ID and Federal ID# to connect to your Guilford County vendor record.

If you are [registering a new Guilford County vendor record](#), click **Create New Vendor**. Follow the prompts to provide the necessary vendor information. You will need to upload a completed W9 in order to complete the registration process.

For more detailed instructions, click this [link](#) to access the VSS Registration Guide.

For additional assistance, please email us with your contact information at VSS_Vendors@guilfordcountync.gov