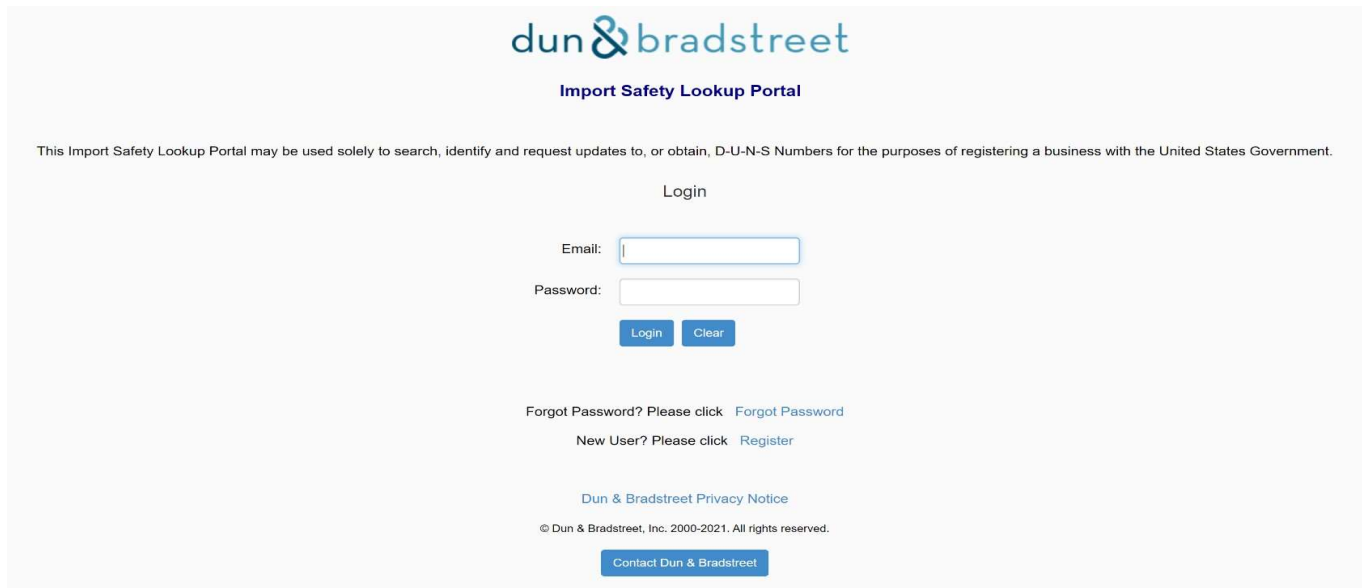


## Step 1:

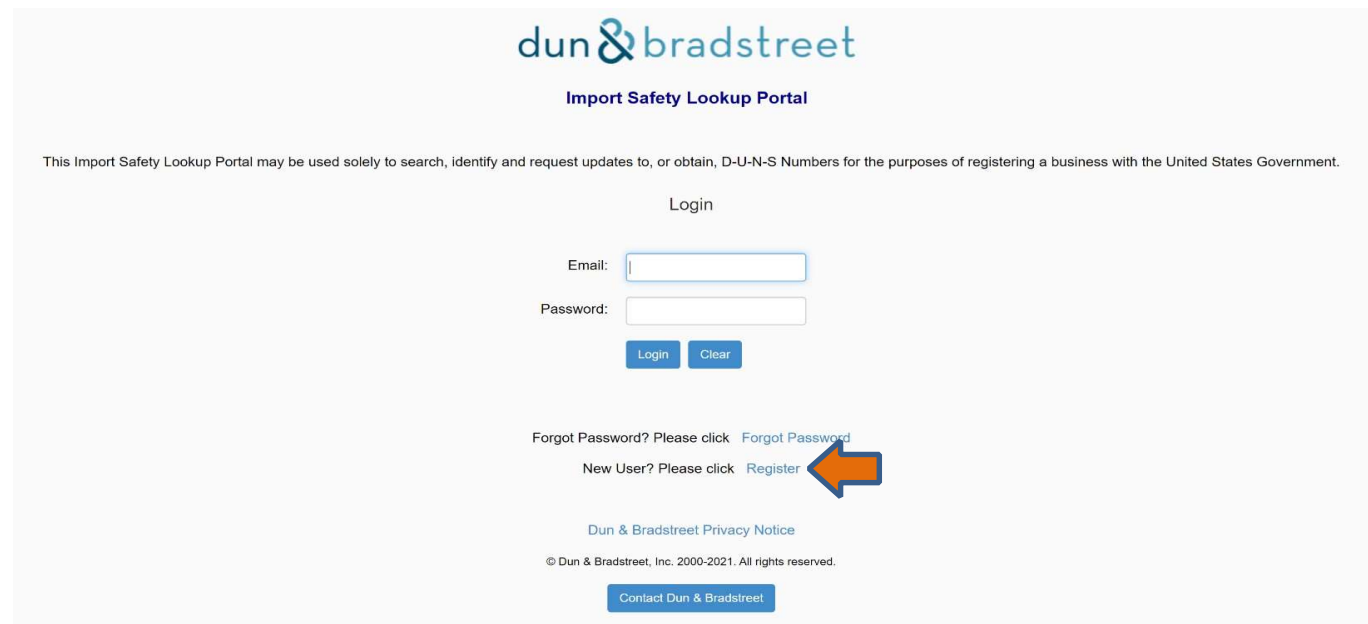
Open a browser and type this URL address: <https://importregistration.dnb.com/>



The screenshot shows the Dun & Bradstreet Import Safety Lookup Portal. At the top is the Dun & Bradstreet logo and the title "Import Safety Lookup Portal". Below this is a disclaimer: "This Import Safety Lookup Portal may be used solely to search, identify and request updates to, or obtain, D-U-N-S Numbers for the purposes of registering a business with the United States Government." The main section is titled "Login" and contains two input fields: "Email:" and "Password:". Below these fields are two buttons: "Login" and "Clear". Further down, there are two links: "Forgot Password? Please click [Forgot Password](#)" and "New User? Please click [Register](#)". At the bottom, there is a link for "Dun & Bradstreet Privacy Notice", a copyright notice "© Dun & Bradstreet, Inc. 2000-2021. All rights reserved.", and a button labeled "Contact Dun & Bradstreet".

## Step 2:

If you do not have an account, click the **Register** button.



This screenshot is identical to the one in Step 1, showing the Dun & Bradstreet Import Safety Lookup Portal login page. However, an orange arrow with a black outline points to the "Register" link in the "New User? Please click [Register](#)" section, highlighting the button for users who do not have an account.



After creating the account, please check your email to activate the account.

### Step 3:

If you have already created an account, please login using the email address and password used to create account.

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Import Safety Lookup Portal

This Import Safety Lookup Portal may be used solely to search, identify and request updates to, or obtain, D-U-N-S Numbers for the purposes of registering a business with the United States Government.

Login

Email:

Password:

LoginClear

Forgot Password? Please click [Forgot Password](#)

New User? Please click [Register](#)


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### Step 4:

Click on **Enter Portal.**




Import Safety Lookup Portal

(Standard User)

Company Requests Remaining: 4

Upgrade to Premium

The Import Safety Lookup Portal is a platform for United States (US) Government Regulated Parties and/or their Agents to assist with identifying, obtaining, and updating their Unique Facility Identifier (UFI) or D-U-N-S Number, for the purposes of registering/reporting with the US Government.



Enter Portal

The Import Safety Lookup Portal may be used solely to search, identify and update, or obtain, DUNS numbers for the purposes of registering a business with the United States Government. The standard portal offering provides the creation of free D-U-N-S Numbers, and permits up to 4 Company Requests (requests for new D-U-N-S Numbers, or update requests to current Dun & Bradstreet records), with any results being provided in approximately 30 days. If you wish to purchase additional Company Requests, request expedited responses to Company Requests, or upload a batch file of multiple records for lookup, please click the 'Upgrade to Premium' button to be able to purchase the Premium Company Request product.

Pre-purchased Premium Company Requests expire 12-months from the time of purchase. Any unused amounts will not be carried over or credited following 12-month expiration.

Upgrade to Premium

Helpful Links

[Quick User Guide](#)

[Dun & Bradstreet Privacy Notice](#)

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## Step 5:

Please enter your facility's info in the query form and click on lookup. It is important to note that ALL required fields must be filled out.

For example, to search the DUNS number for Liberty Management Group Ltd, fill out the required information, as follows:

Facility Name: Liberty Management Group Ltd.

Street Address: 75 Executive Dr

City: Aurora

Country: United States

State: Illinois

and click **Lookup**.

Upgrade to Premium

Logout

(Standard User)

Your Company Requests

Provide Feedback

Company Requests

Remaining: 3

In compliance with government regulations, search results will return corresponding physical address records only. If known, please include the physical address in your search.

Facility Name:\*

Street Address:\*

City:\*

Country:\*

State : \*

Zip/Postal Code:

➔

Lookup

Clear Fields

Note: \* Indicates a required field

Helpful Links

[Quick User Guide](#)

[Dun & Bradstreet Privacy Notice](#)

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To initiate a new DUNS request or DUNS update request, please complete the required information on the Create Inquiry/update request page with accurate facility information. Then click on I'm not a robot. Then click on [Create Inquiry](#).

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(Standard User)

Company Requests Remaining: 3

Upgrade to Premium

Your Company Requests

Logout

Provide Feedback

Create Inquiry

The information entered could not be located in the Dun & Bradstreet Data Cloud. If you have utilized the 4 available Company Requests to update a DSB record, or request a new DUNS Number, and are not eligible to Upgrade to Premium (based on the user registration location - currently limited to United States and Canada registrants), please use the following link for DUNS Number requests/updates in the United States: <http://www.dnb.com/duns-number.html>, and the following link for DUNS Number requests/updates outside of the United States: <https://www.dnb.com/choose-your-country.html>.

The Import Safety Lookup Portal may be used solely to search, identify and update, or obtain, DUNS numbers for the purposes of registering a business with the United States Government. The standard portal offering provides the creation of free D-U-J-A-N-S Numbers, and permits up to 4 Company Requests (requests for new D-U-J-A-N-S Numbers, or update requests to current Dun & Bradstreet records), with any results being provided in approximately 30 days. If you wish to purchase additional Company Requests, request expedited responses to Company Requests, or upload a batch file of multiple records for lookup, please click the Upgrade to Premium button to be able to purchase the Premium Company Request product.

Pre-purchased Premium Company Requests expire 12-months from the time of purchase. Any unused amounts will not be carried over or credited following 12-month expiration.

Upgrade to Premium

Facility Name:

Street Address:

City:

State/Province:

Zip/Postal Code:

Country Code (ISO 2):

Country Name:

Facility Contact - First Name: \*


Facility Contact - Last Name: \*

Facility Contact - Email: \*

Facility Contact - Phone Number: \*

Request Details: \*

☐ I'm not a robot



reCAPTCHA  
Privacy Terms

Create Inquiry

Lookup Another Business

Note: \* indicates a required field

Dun & Bradstreet Privacy Policy

Helpful Links

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The results will be emailed back to you once Dun & Bradstreet has completed its investigation. Average standard turnaround time for this process is 30 days.