

# NYS Vendor Self-Service Portal

Vendors doing business with the NYS Fair are registered in the Statewide Financial System (SFS), with a NYS Vendor ID and profile. Vendors are able to check the status of invoices and payments (if applicable), and update contact and address information.

The SFS NYS Vendor ID is not a vendors Taxpayer ID or EIN.

When contracting with the NYS Fair the Vendor ID profile **must match** the contract information in order to complete the contract. NYS now requires vendors to maintain a current Vendor ID profile. The NYS Fair is **not** able to make any corrections or changes on the vendors behalf to their profile.

If a vendor never received, or no longer has an enrollment email regarding the Statewide Financial System and their Vendor ID, you must contact the SFS Help desk by one of the following:

- Email [helpdesk@sfs.ny.gov](mailto:helpdesk@sfs.ny.gov) or
- Call 518-457-7717 or
- Call toll-free at 855-233-8363

The SFS Help Desk will assist you in obtaining the information to be able to log in and setup your vendor profile.

The vendor self-service portal on the Statewide Financial System is accessed from the NYS Comptrollers website at [www.osc.state.ny.us/vendor\\_management](http://www.osc.state.ny.us/vendor_management).

**Please contact the SFS Help Desk for more information or system support.**