CCR DIRECTIONS

Go to www.ccr.gov
Click "start new registration" on top left
Click the link to the D&B website
Under #1, click the link to the webform
Choose your country
Fill out the short form to see if Dunn and Bradstreet have a match with an existing DUNS. (This is a possibility because they have over 100 million entities in their database.)
If the match is correct - click the link to get the DUNS number
If the match is correct but an update is needed, click the link to modify
After this is completed, a contact form will be filled out and an email address is required. The DUNS number will be sent to this email address.

If there isn't a match, click "request new DUNS"
Fill out the webform and submit
Fill out the contact form and the appropriate fulfilment center will notify you of your DUNS within 48 hours by email.

CCR DIRECTIONS

Do not use PO Boxes in the physical street address as they are not accepted by CCR.

After you receive the DUNS number you should wait 24 hours and then go back to www.ccr.gov to register at CCR.
Click "start new registration"
Click "continue"
Input your DUNS number in the small box
Fill out a short form which will then be compared to your D&B DUNS record
Click "yes" and move forward with the CCR registration
You will be given a temporary confirmation number by CCR. This will allow you to save your CCR record and go back to it with updates until your registration is completed. If one week passes and your record isn't completed, you will need another confirmation number. The confirmation number when completed is replaced by the TPIN which is permanent.

When the entities want to update their CCR record, they need their DUNS and TPIN. On the home page of www.ccr.gov they would click Update/Renew.