



Updated 9.11.24

How to apply for a MoBUYS Vendor Number

- All entities doing financial business with MoDOT **must** acquire a vendor ID number.
 - *Current Vendor Numbers will be accepted throughout FY25.*
 - **If your organization has not received payments from the state of Missouri within the last 5 years, please complete your registration.**
- Financial manager should be involved in this process.
- **“HAND SIGNED”** W-9 is required (E-signatures not accepted.)
<http://www.irs.gov/pub/irs-pdf/fw9.pdf>

1. MoBUYS LINK: [Self-Service Supplier Registration | MissouriBUYS Statewide eProcurement System \(mo.gov\)](#)

- Link to FAQ Help Module: [MOVERS Supplier Registration Instructions | MissouriBUYS Statewide eProcurement System](#)

2. Everyone must click: **“ALREADY REGISTERED?”**

MissouriBUYS
POWERED BY **MOVERS**

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Self-Service Supplier Registration

All suppliers (vendors) who sell products and/or services to the State of Missouri are required to register their business through MissouriBUYS.

As of May 2024, the state began its transition to MissouriBUYS, powered by MOVERS, opening a new Self-Service Supplier Registration Portal. Until summer 2025 when transition to MissouriBUYS, powered by MOVERS should be complete, all State of Missouri suppliers will need to be registered in both the current MissouriBUYS and the new MissouriBUYS, powered by MOVERS. For more information on MOVERS, visit the [MOVERS](#) website.

Current suppliers (vendors) need to register in the new MissouriBUYS, powered by MOVERS. Click the **Already Registered** button below.

New suppliers (vendors) will need to register in two (2) places, both in the current MissouriBUYS system, and in the new MissouriBUYS, powered by MOVERS. Click the **New to MissouriBUYS** button below.

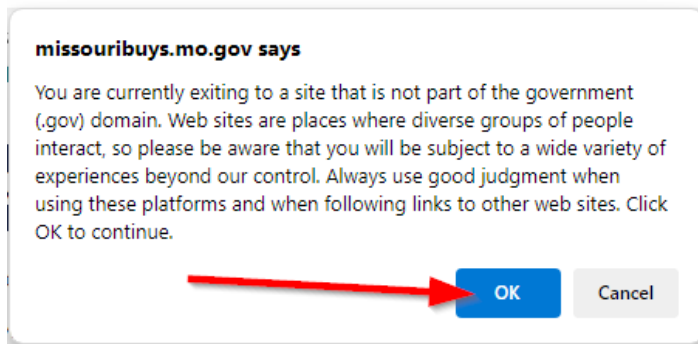


Already Registered?

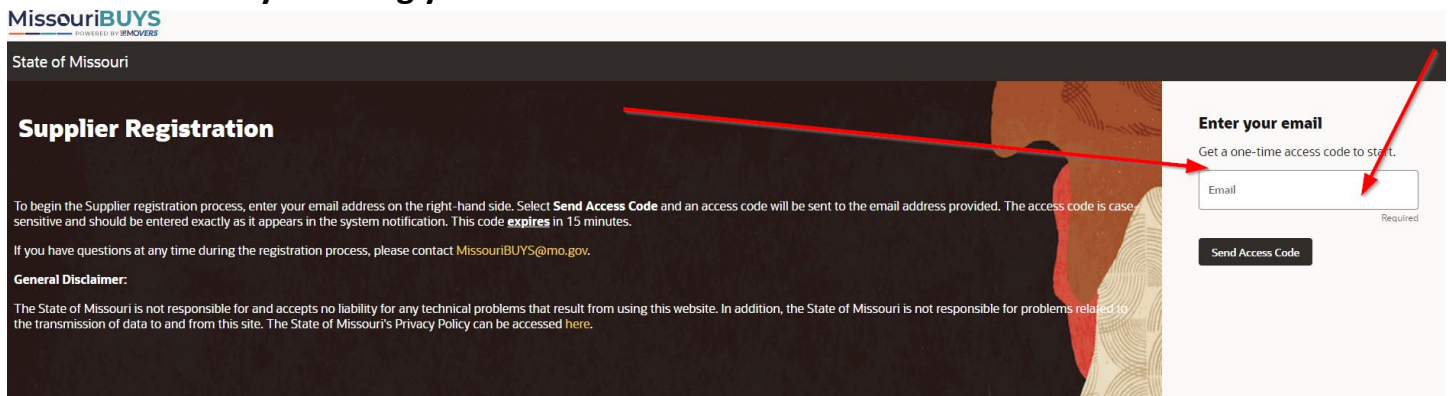
3. Next click on the: **Register in the new MissouriBUYS**



4. You will be taken to another secure site. **Click OK on this box**



5. Proceed by entering your email for an access code



!!! VERY IMPORTANT FROM OFFICE OF ADMINISTRATION !!!

- Registration is automatically assigned to you but **you will not be completely registered until you are asked to log out and create your own password.**
- You will get a 7 digit number, please supply Debra Huwar with this number.
- Office of Administration will then review registration for approval. If you have questions, please call: (573)751-2971