



# How can I search for multiple names?

## Helpful Information

### What is SAM

The System for Award Management (SAM) is a Federal Government owned and operated free web site that consolidates the capabilities in CCR/FedReg, ORCA, and EPLS. Future phases of SAM will add the capabilities of other systems used in Federal procurement and awards processes.

### What is an exclusions?

Exclusion records identify those parties excluded from receiving federal contracts, certain subcontracts, and from certain types of federal financial and non-financial assistance and benefits. These are also commonly known as "suspensions" and "debarments".

## Use the following steps to search for multiple names

SAM allows you to search by particular fields of information using the filters on the left side of the screen. The following is an example, showing how to search by first and last name:

- Go to SAM.gov
- From the Home Page or the Search Records tab, click on the search icon to bring up all records
- Click on the Performance Information check box in the Filter panel on the left side of the screen
- Click on Entity Information
- Click on Individual Name
- Click on First Name and enter the entity's first name in the box provided
- Click on the plus symbol and enter another first name in the box provided
- Click on Last Name and enter the entity's last name in the box provided
- Click on the plus symbol and enter another last name in the box provided
- Click on Apply Filters

Based on these filters, SAM will search performance information records for match on any combination of the search terms you entered; so, if you entered the first names Donna and Leroy and the last names Smith and Johnson, you may get listings for "Donna Smith", "Donna N Smith", "Donna Johnson", "Leroy Johnson", "Leroy Smith", "Leroy R Smith", etc.