


Vendor Applicant Portal (VAP) Login Instructions

Effective 12/1/2023 – this system uses Two Factor Authentication (2FA) process. You will still need your Web ID and Password to login. Once you enter your credentials, system will send you an automated email with One-time security token. Please use this security token without any spaces to complete the login process. Please refer to following steps and screen shots to help you understand the new login process.

1. On Vendor Applicant Portal (VAP), please enter your current “Web ID” and “Password” and click “Login”.

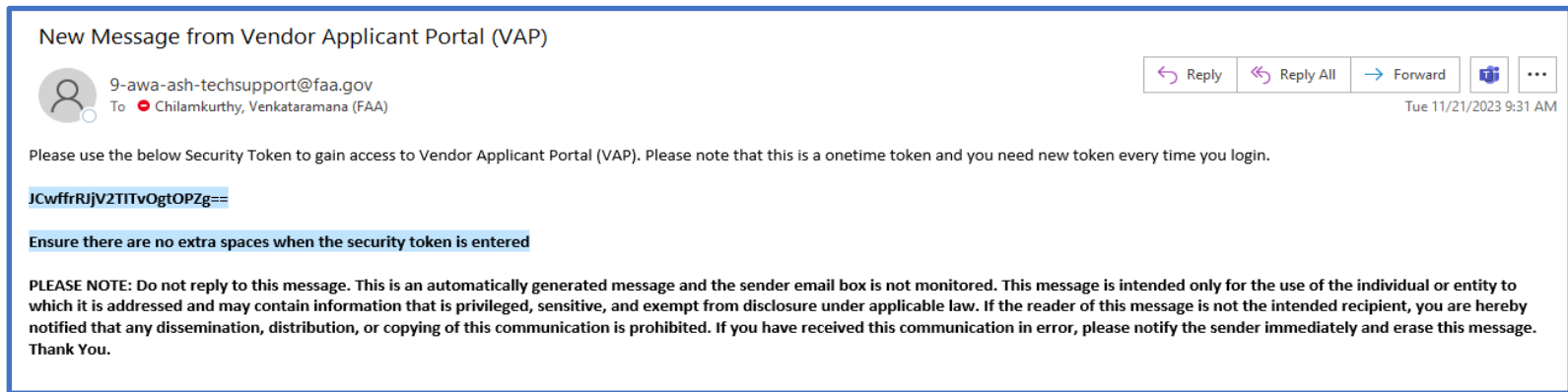
Please Login

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Web ID : 

Password:

2. System will send you One-time Security Token to the email address that you have registered with this system. As shown below, this email comes from 9-awa-ash-techsupport@faa.gov.



3. Please enter the Security Token highlighted in the email into following screen without spaces and click "Submit" to complete the login process.



Federal Aviation
Administration

Enter Security Token sent to your registered email address

Security Token:

Submit

4. Please note that the system sends One-time Security Token to your **registered email ONLY**.
5. If you need support with login or to change registered email, please contact the ASH Application Support Team for assistance: 9-AWA-ASH-AppSupport@faa.gov, 888-584-8334.