Capital Access Financial Systems (CAFS)

Partner Instructions *update profile*

CAFS is accessed via the production URL at https://caweb.sba.gov . If you have questions, contact CLS@SBA.gov. The instructions below explain how to update your user profile. **Prerequisite(s): CLS account.**

1. Go to the production.
2. Log into the system.
3. At the top right, select the person icon (see below).

4. Select "Update Profile".
5. Update security questions, Job Classification, AO, email address (NOTE CHANGING EMAIL ADDRESS REMOVES ALL SYSTEM ROLES FROM YOUR ACCOUNT), and/or Location ID (NOTE CHANGING LOCATION ID REMOVES ALL SYSTEM ROLES FROM YOUR ACCOUNT).
6. Press "Submit".
7. The account will be suspended until the AO logs into approve the request.
8. After the AO approves the request, you will receive an email from cls@sba.gov that your account request has been approved.

CAFS IS THE TECHNOLOGY SOLUTION FOR

- *7(A) LOANS*
- *504 LOANS*
- *COMMUNITY ADVANTAGE*
- *DISASTER LOANS*
- *LINC*
- *MICRO LOANS*
- *SURETY BONDS*
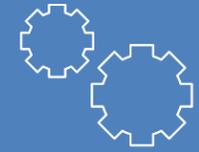
SETTING UP AN AGREEMENT

Contact your district office. To find the nearest district office use https://www.sba.gov/tools/local-assistance/districtoffices

ASSISTANCE WITH A LOAN APPLICATION
- **OPSM@sba.gov for ETRAN applications**
- **SBA.One@bnymellon.com for SBA One applications**

WEBSITES
PRODUCTION:
https://caweb.sba.gov

SBA
U.S. Small Business Administration