

Reset your password for the IDOT Vendor Portal 2:

**To reset the login password for existing Vendor Portal users:**

1. Go to the login screen at <https://webapps.dot.illinois.gov/VendorPortal/>
2. Click "Public Account"



3. Click "Can't access your account?"

# ILLINOIS.gov Authentication Portal

Sign in with your Public account

Sign in

- [Can't access your account?](#)
- [Create a new account](#)

4. Click "Reset your password"

## Can't Access Your Account?

As a reminder, passwords expire annually. Prior to your password expiring you will receive an email with instructions on how to change it.

If your password expires before you change it, you will be unable to login until you [Reset your password](#).

### What problem are you having?

- I forgot my password
  - [Reset your password](#)
- My password has expired
  - [Reset your password](#)
- I know my password and username, but can't sign in
  - Be sure that Caps Lock isn't on (passwords are case sensitive)
  - If you still can't sign in, [reset your password](#)

5. Enter your Username
6. Enter the image code provided
7. Click "Continue"

Accounts ▶ Reset your password

## Reset your password

### Reset your password?

To reset your password fill in the information below, then select Continue.

Username:



The image code verification box contains a grid of numbers with the code 178647 highlighted. To the right of the grid are three icons: a speaker, a refresh symbol, and a question mark. Below the grid is a text input field containing the code 178647. A note below the input field reads: "(Note: If you cannot read the numbers in the above image, click the refresh icon to load a new image.)"

8. Click "Receive an email message with an identity confirmation code at your email address"
9. Click "Continue"

Accounts » Reset your password

## Reset your password

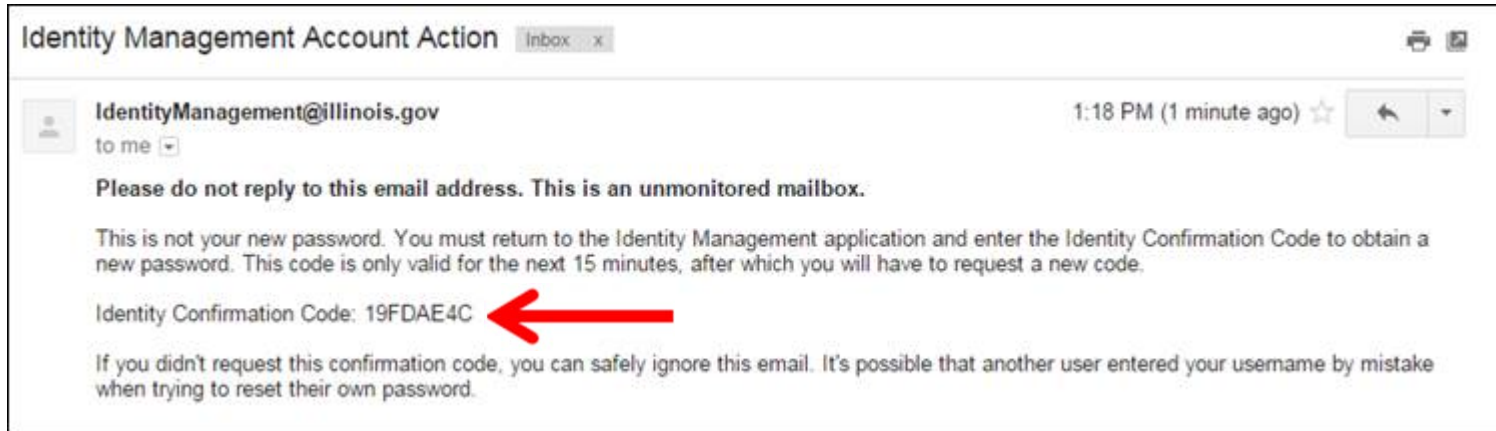
### Verify Your Identity

Step 1: Please select one of the following options to continue:

Receive an email message with an identity confirmation code at your email address  
mar\*\*\*\*\*@gma\*\*.\*

Continue

10. Copy the Identity Confirmation Code received in the password reset email



11. Paste the Identity Confirmation Code

12. Click "Continue"



13. Enter a New Password

- 14. Confirm the New Password by entering it again
- 15. Click "Submit"

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Accounts » Reset your password

## Reset your password

Can't remember your password or need to unlock your account?

Please type in the password you wish to be used for this account. This password will take effect immediately and if your account is locked out will also unlock your account.

New Password:  Good

Confirm Password:

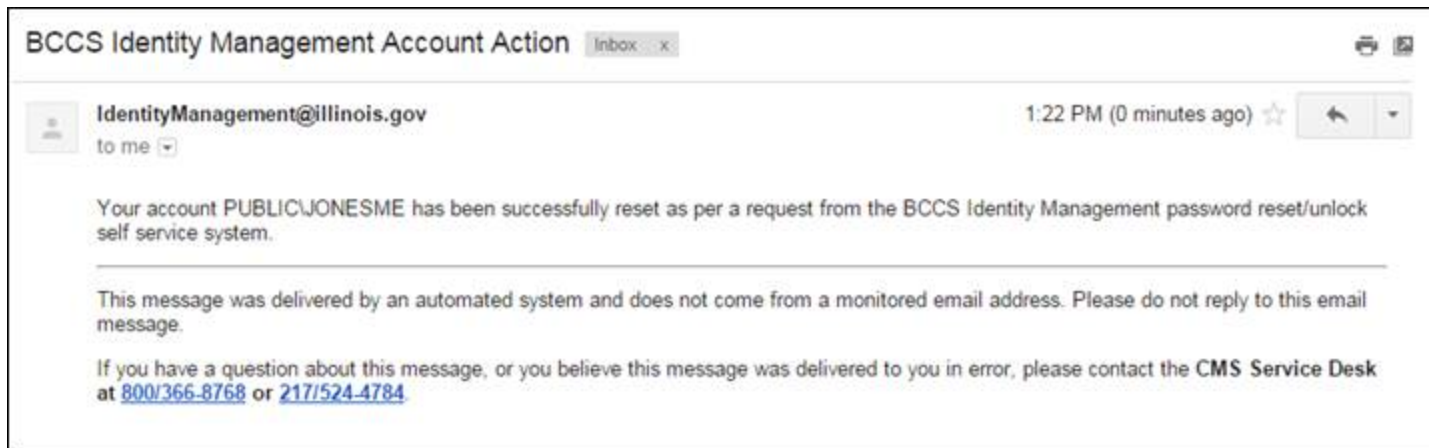
### Password Requirements

- Should be between 8 and 128 characters in length
- Cannot contain your Username, First Name, or Last Name
- Password must not have previously been used
- Password must contain characters from three of the following categories:
  - English UPPERCASE characters (e.g. A through Z)
  - English lowercase characters (e.g. a through z)
  - Base 10 numbers (e.g. 0 through 9)
  - Non-alphabetic characters (e.g. !, @, #, \$, &)

Your account password is successfully reset. A successful password reset message displays on the screen.



A successful password reset email is received.



**To login to the IDOT Vendor Portal:**

1. Go back to the login screen at <https://webapps.dot.illinois.gov/VendorPortal/>
2. Enter your Username
3. Enter your Password
4. Click "Sign in"



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The IDOT Vendor Portal opens with the Home screen displayed.