

# **Instructions to set up Multifactor Authentication (MFA) for USPS.com**

**User Guide**

**February 2026**

## **CONTENTS**

This user guide contains step-by-step instructions for you to set up multifactor authentication (MFA) for your USPS.com® account.

To navigate using the Table of Contents, click on the appropriate topic below.

<b>Overview .....</b>	<b>1</b>
<b>How to access USPS.com to set up your MFA.....</b>	<b>2</b>
<b>How to enroll in MFA .....</b>	<b>3</b>
<b>How to set up the SMS (Phone) MFA method.....</b>	<b>5</b>
<b>How to set up the Authenticator App MFA method .....</b>	<b>8</b>
<b>How to set up the Email MFA method.....</b>	<b>11</b>
<b>How to modify your MFA methods.....</b>	<b>13</b>

## OVERVIEW

Multifactor authentication (MFA) is a security process that requires users to perform multiple steps or methods of authentication to gain access to certain programs or applications. It provides an additional level of security to help protect identities, passwords, and other personal data from unauthorized access and misuse.

Here's what you need to know about the new MFA process:

- If you signed up for an account after March 6, 2025, you will be required to enroll in MFA.
- If you signed up for an account after March 6, 2025, you will also be required to verify your email.
- If you signed up for an account prior to March 6, 2025, you will have the option to enroll in MFA.
- When you enroll in MFA, you will be required to verify your email.
- If you signed up for a Business Account between Oct. 3, 2024, and March 6, 2025, you will not have to verify your email to enroll in MFA because it was previously verified during the registration process.

This guide will cover the steps you need to take to set up MFA.

Thank you for choosing USPS® for your packing and shipping needs!

## How to access USPS.com to set up your MFA

1. On your computer or smartphone, navigate to the following link.

[verified.usps.com](https://verified.usps.com)

### Sign in to Your USPS.com Account

Your USPS.com® account provides access to all of your applications and services on USPS.com. Usernames and Passwords are case sensitive.

User Name

Password

Sign In

[Forgot your username?](#)

[Forgot your password?](#)

Create New Account

#### Benefits of a USPS.com Account

Your USPS.com® account allows you to access a variety of services across our digital platforms. In addition to this application, you can do everything from manage your PO Box to purchase stamps and other shipping materials.

PO Boxes

Change My Address

Buy Stamps

Informed Delivery®

Hold Mail

Schedule a Pickup

2. Enter your USPS.com account **User Name** and **Password**.

Select **Sign In**.

### Sign in to Your USPS.com Account

Your USPS.com® account provides access to all of your applications and services on USPS.com. Usernames and Passwords are case sensitive.

User Name

Password

Sign In

[Forgot your username?](#)

[Forgot your password?](#)

Create New Account

#### Benefits of a USPS.com Account

Your USPS.com® account allows you to access a variety of services across our digital platforms. In addition to this application, you can do everything from manage your PO Box to purchase stamps and other shipping materials.

PO Boxes

Change My Address

Buy Stamps

Informed Delivery®

Hold Mail

Schedule a Pickup

## How to enroll in MFA

1. Enter your USPS.com account **User Name** and **Password**.

Select **Sign In**.

### Sign in to Your USPS.com Account

Your USPS.com® account provides access to all of your applications and services on USPS.com. Usernames and Passwords are case sensitive.

User Name

Password

Sign In

[Forgot your username?](#)

[Forgot your password?](#)

Create New Account

### Benefits of a USPS.com Account

Your USPS.com® account allows you to access a variety of services across our digital platforms. In addition to this application, you can do everything from manage your PO Box to purchase stamps and other shipping materials.

PO Boxes

Change My Address

Buy Stamps

Informed Delivery®

Hold Mail

Schedule a Pickup

2. Select **Enroll in MFA**.

Select **Continue**.

**EXISTING** customers who signed up for their accounts **before** March 6, 2025, will be presented with the MFA enrollment screen. They can select **Enroll in MFA** to enroll or **Not Now** to opt out of MFA.

## Multifactor Authentication (MFA)

For enhanced security, USPS.com uses multifactor authentication (MFA). You can choose to Enroll in MFA now, or you will be prompted again in 30 days to complete the enrollment.

Please choose one to proceed

Enroll in MFA

Not Now

Continue

3. Select **Yes** and select **Continue**.

*If you would like to use a different email, select **No, I'd like to change my email** and select **Continue**.*

*Then enter the email you would like to use and select **Send Email Link**.*

**EXISTING** customers who signed up for their accounts between **Oct. 3, 2024, and March 6, 2025**, will not have to verify their email to enroll in MFA because it was previously verified during the registration process.

4. Go to your email and find the email from [USPostalService@usps.com](mailto:USPostalService@usps.com).

**Verify Your Email for USPS.com**

For your USPS® account security, please enter the passcode below to verify that this email address belongs to you. You will use this email address to recover access to your account if needed. Once you have verified your email, you will be given the option to set up additional Multifactor Authentication (MFA) methods.

**Your one-time passcode: 670178**

**For security reasons, this code will expire in 5 minutes.** If you did not request this verification, please contact the USPS® Help Desk immediately.

Sincerely,  
The United States Postal Service

5. Enter the **one-time Passcode** sent to your email and select **Submit**.

## Multifactor Authenticator (MFA)

Please enter the passcode sent to your verified email associated with your account.

Passcode

Remember my device

**Submit**

[Resend](#)

6. After verifying your email, you will be presented with a list of MFA methods.

Email MFA is now enabled for your account using your verified email address.

Select the MFA method(s) you would like to set up and follow the prompts on your screen, or the instructions below.

Choose **Skip For Now** if you do not want to add any additional methods at this time. You will still be protected by email MFA and can set up additional methods at a later login.

*Note: We highly recommend setting up more than one MFA method for enhanced security.*

## Multifactor Authentication (MFA)

You've successfully set up MFA with your email  
email@email.com

If you would like to add an additional MFA method, please  
select one below.

- SMS
- Authenticator App
- Skip For Now

**Continue**

Need help with MFA? [Visit FAQs.](#)

## How to set up the SMS (phone) MFA method

1. Select **SMS** and **Continue**.

## Multifactor Authentication (MFA)

You've successfully set up MFA with your email  
email@email.com

If you would like to add an additional MFA method, please  
select one below.

- SMS
- Authenticator App
- Skip For Now

**Continue**

Need help with MFA? [Visit FAQs.](#)

2. Enter your phone number and select **Send Passcode**.

## Verify Your Phone Number

Please enter the 10-digit phone number (no spaces or dashes) for an SMS-enabled mobile phone\* and select "Send Passcode." Each time you log in from a new device, you'll receive a temporary passcode at this number.

Phone Number

\*Standard message and data rates may apply.

**Send Passcode**

3. Enter the six-digit verification code that was sent to your phone.

Select **Submit**.

## Multifactor Authentication (MFA)

Please enter the passcode sent to the phone number associated with your account.

Passcode

Remember my device

**Submit**

[Resend 8s](#)

4. You have successfully set up the SMS (phone) MFA method.

You should receive an email confirmation.



### Changes to Your Multifactor Authentication (MFA)

This message is to confirm that you have successfully updated the phone number used for MFA on USPS.com. If you did not take this action, please contact the USPS® Help Desk immediately.

Sincerely,  
The United States Postal Service

## How to set up the Authenticator App MFA method

1. Select **Authenticator App** and **Continue**.

### Multifactor Authentication (MFA)

You've successfully set up MFA with your email  
email@email.com

If you would like to add an additional MFA method, please  
select one below.

- SMS
- Authenticator App**
- Skip For Now

**Continue**

Need help with MFA? [Visit FAQs.](#)

2. Open your preferred Authenticator App\* and **scan the QR code** on your screen.

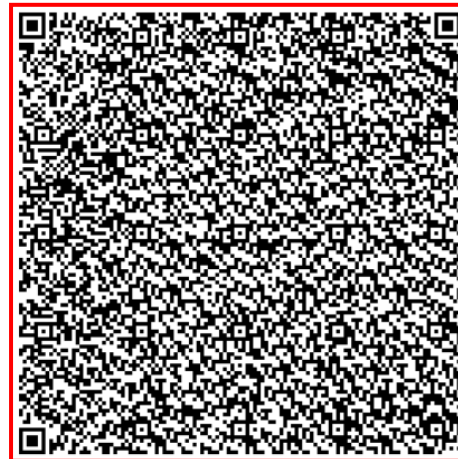
Select **Next**.

If you are logging in from a smartphone and cannot use the phone's camera to scan the QR code, select "**On a mobile device?**".

*\*If you do not have an Authenticator App, go to the app store on your smartphone and download an authenticator app, such as Google Authenticator or Microsoft Authenticator.*

### Add Authenticator App

Open your preferred authenticator application, such as Microsoft Authenticator or Google Authenticator, and scan the QR Code below to set up your device.



[On a mobile device?](#)

**Next**

3. Enter the six-digit one-time verification code from your Authenticator App.

Select **Submit**.

## Multifactor Authentication (MFA)

Please enter the passcode from the Authenticator App associated with your account.

Enter verification code

Remember my device

**Submit**

4. You have successfully set up the Authenticator App MFA method.

You should receive an email confirmation.



### Changes to Your Multifactor Authentication (MFA)

This message is to confirm that you have successfully added an authentication app or reset your existing authentication app used for MFA on USPS.com. If you did not take this action, please contact the USPS® Help Desk immediately.

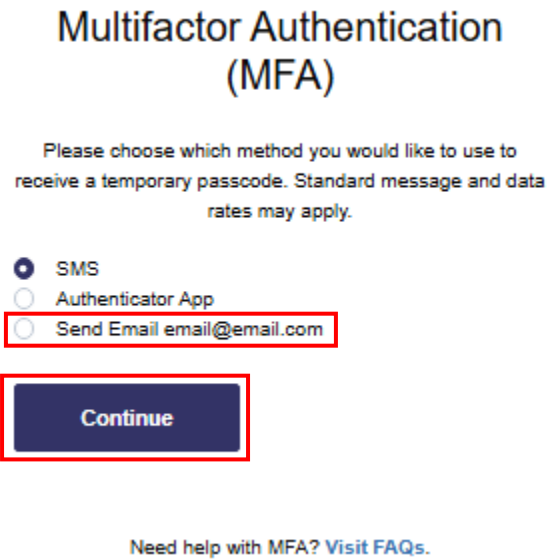
Sincerely,  
The United States Postal Service



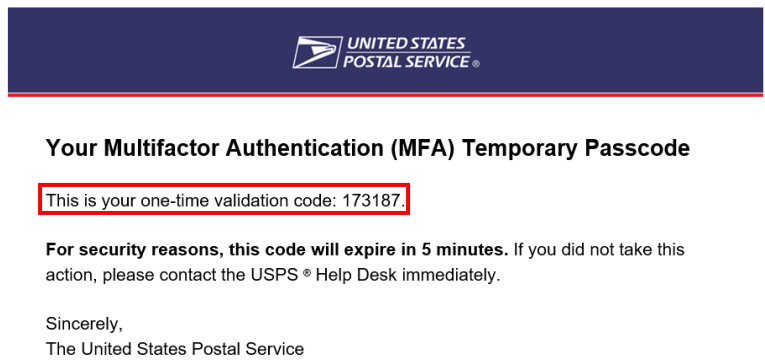
## How to set up the email MFA method

1. Select **Send Email** and **Continue**.

*Note: You will only see this screen if you previously verified your email when you created your business account.*



2. A **temporary passcode** will be sent to your verified USPS.com email.



3. Enter the six-digit one-time verification code that was sent to your email.

Select **Submit**.

## Multifactor Authenticator (MFA)

Please enter the passcode sent to your verified email associated with your account.

Passcode

Remember my device

**Submit**

[Resend 6s](#)

4. You have successfully set up the email MFA method.

You should receive an email confirmation.



### Changes to Your Multifactor Authentication (MFA)

This message is to confirm that you have successfully updated the verified email address used for MFA on USPS.com. If you did not take this action, please contact the USPS® Help Desk immediately.

Sincerely,  
The United States Postal Service

## How to modify your MFA methods

1. Enter your USPS.com account **User Name** and **Password**.

Select **Sign In**.

### Sign in to Your USPS.com Account

Your USPS.com® account provides access to all of your applications and services on USPS.com. Usernames and Passwords are case sensitive.

User Name

Password

**Sign In**

[Forgot your username?](#)

[Forgot your password?](#)


[Create New Account](#)

### Benefits of a USPS.com Account

Your USPS.com® account allows you to access a variety of services across our digital platforms. In addition to this application, you can do everything from manage your PO Box to purchase stamps and other shipping materials.


 PO Boxes

 Change My Address

 Buy Stamps

 Informed Delivery®

 Hold Mail

 Schedule a Pickup

2. Select your preferred MFA method.

Select **Modify MFA methods after login**.

Select **Continue**.

## Multifactor Authentication (MFA)

Please choose which method you would like to use to receive a temporary passcode. Standard message and data rates may apply.

- Send SMS
- Use Authenticator App
- Send Email

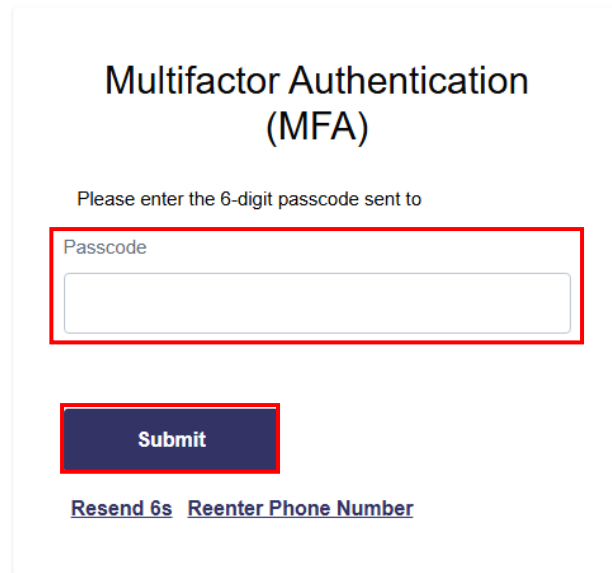
**Modify MFA options after login**

**Continue**

3. Enter the six-digit one-time passcode that was sent to your phone.

Select **Submit**.

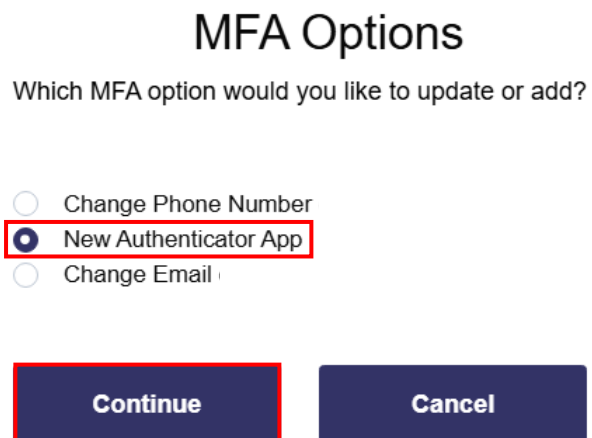
*SMS (phone) is used for illustrative purposes.*



4. Select the MFA method you would like to update or add.

Select **Continue**.

*Follow the prompts on the screen on the instructions in this user guide to update your selected MFA method.*



Need help with MFA? [Visit FAQs.](#)