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**Question:** I recently received an e-mail telling me there is a CSAT letter available for me to access and print. How do I go about accessing this letter?

**Answer:**

To access your CSAT letter(s), log into the CSAT portal at <https://csat.dhs.gov/industry> with your CSAT username and password. You must be the facility Submitter, you must be CVI trained, and your CVI training must be associated with your CSAT user account in order to view the letter(s). If you are CVI trained, but you have not yet associated your CSAT user account with your training, you can enter your CVI authorization number and email address when you login to the CSAT portal. Once these conditions have been met you will see a new link, View My CSAT Documents, that allows you to view and acknowledge your letter(s). If you are not yet CVI trained, you may complete CVI training at <https://cvi.dhs.gov/training>. At the end of the training you can also associate your CSAT user account with your CVI training.