

Understanding the Owners Portal:

How to create a New Account

A users guide to understanding the Owners Portal and all its features

Presented by: Housing Authority of the City of Los Angeles

Creating a New User Account.

Log In

LOG IN

Log In

User Name:

Password:

[Create an Account](#)
[Forgot your password?](#)

MESSAGES

REGISTER for Owners Portal Demo: How to Log In. View Deposit Statements, Submit Rent Increases
[Click Here](#) to learn how to submit a RENT INCREASE REQUEST.
[Click Here](#) to request a copy of your 1099 form.
[Click Here](#) to learn how to download DIRECT DEPOSIT statements.
[Click Here](#) to learn how to view failed inspection items.

[Click Here](#) to learn how to view upcoming inspection date.

[Click Here](#) to learn how to request for reschedule inspection.
[Click Here](#) to request for RENT DECREASE.

For assistance with logging into or creating an account please email:
Owners.Portals@hacla.org

Report Fraud (Your name will remain anonymous): [Click Here](#)

Inspection Inquirv can be e-mailed to: SR.Inspections@Hacla.Org

TERMS OF SERVICE

No warranties, expressed or implied, are provided for the completeness or accuracy of the data herein, or for its use or interpretation. Use of this site acknowledges that the user accepts Housing Authority of the City of Los Angeles liability disclaimer.

Click Here to create an account


Creating a New User Account

Landlord OR Other PHA

Entity ID * **Enter your Vendor ID here**

Last 4 TaxID * **Enter Tax ID here**

Only Housing Choice Voucher (Section 8) landlords already registered with the Housing Agency will be able to register as full users.



[Get Audio Code](#) **If you cannot see the code displayed you can use "Get Audio Code"**

Type the code from the image

Click here to Match the information to a landlord in our system

Creating a New User Account

Add User

User Name * ← Specify a unique username that you will remember.

Password * ← Specify a password using the following rules.

Confirm Password ←

Email *

The Password must be composed of at least:

- Eight characters
- One upper case character
- One lower case character
- One numerical digit
- One non alphanumeric character

HCV Landlord

Business Name	NW Property
File Name As	NW Property
Contact First Name	
Contact Middle Name	
Contact Last Name	
Street	2600 Wilshire Blvd.
Suite	
City	Los Angeles
State	CA
ZIP	90057
Phone	<input type="text"/> (213) 252-8708 *
Tax ID	123456789

Confirm Your Password

By creating an account, you are agreeing to receive your 1099 tax forms electronically

Creating a New User Account

Add User

User Name *

Password *

Confirm Password *

Email *

Confirm with a valid email

The Password must be composed of at least:
Eight characters
One upper case character
One lower case character
One numerical digit
One non alphanumeric character

HCV Landlord

Business Name	NW Property
File Name As	NW Property
Contact First Name	
Contact Middle Name	
Contact Last Name	
Street	2600 Wilshire Blvd.
Suite	
City	Los Angeles
State	CA
ZIP	90057
Phone	<input type="text" value="(213) 252-8708"/> *
Tax ID	123456789

This will populate with information from our database

Make sure this is a valid Phone # as we will use this to call you

By creating an account, you are agreeing to receive your 1099 tax forms electronically

Click Here to Create the Account

Awaiting Approval

- After you create your account, we will need to contact you in order to verify that an authorized signatory created the account.
- Please have the following information available your Vendor ID, and last 4 digits of your tax ID.
- Once we verify the above information we will approve the account and you will be allowed to log in.