

# Understanding the Owners Portal: How to view Direct Deposit Statements

A guide to understanding the Owners Portal and all its features  
Presented by: Housing Authority of the City of Los Angeles

# Direct Deposit Statements

Click Direct Deposit Statements to see this page

- HCV Landlord**
- [My Payments](#)
- [Direct Deposit Statements](#)
- [My Units](#)
- [Holds & Abatements](#)
- [My Families](#)
- [My 1099s](#)
- [My Profile](#)
- [Communications](#)
  - [- Announcements](#)
  - [- Forms](#)
  - [- Requests](#)
  - [- Send new Request](#)

## Direct Deposit Statements

### Direct Deposit Statements

Item Date:  to

	Date	Description	Adjustment Reason	Caseworker	Tax ID	Resident	Active	Bank	Amount
>	Check/DD #: ; Void Date: ; Clear Date: ; Direct Deposit Number: 195778								
>	Check/DD #: 120047; Void Date: ; Clear Date: 06/08/23; Direct Deposit Number:								
									\$28,344.00

Click the black arrows to view a breakdown of that check

The information above will have all the Direct Deposits made during the last 18 months

# Direct Deposit Statements

You can enter the date range of the payments to view.

- HCV Landlord**
- [My Payments](#)
- [Direct Deposit Statements](#)
- [My Units](#)
- [Holds & Abatements](#)
- [My Families](#)
- [My 1099s](#)
- [My Profile](#)
- Communications
  - [- Announcements](#)
  - [- Forms](#)
  - [- Requests](#)
  - [- Send new Request](#)

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Date	Description	Adjustment Reason	Caseworker	Tax ID	Resident	Active	Bank	Amount
▼ Check/DD #: ; Void Date: ; Clear Date: ; Direct Deposit Number: 195778								
▼ Owner: LP, 100 Normandie; Payment Group: Default Payment Group								
12/01/23	HAP	No Adj Reason	Lupita Cerda	XXX-XX-3098	Renny T Calderon	Yes	Section 8 US Bank #4476	\$1,891.00
11/01/23	HAP	No Adj Reason	Lupita Cerda	XXX-XX-3098	Renny T Calderon	Yes	Section 8 US Bank #4476	\$1,891.00
10/02/23	HAP	No Adj Reason	Lupita Cerda	XXX-XX-3098	Renny T Calderon	Yes	Section 8 US Bank #4476	\$1,891.00
09/07/23	EHV Owner Incentive	EHV Owner Incentive	Lupita Cerda	XXX-XX-3098	Renny T Calderon	Yes	Section 8 US Bank #4476	\$2,500.00

The information to the right will have a break down of each Deposit per tenant and the amount allotted per unit.

# Direct Deposit Statements

Click here to export the payment information in Excel or Acrobat format.

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- [My Payments](#)
- [Direct Deposit Statements](#)
- [My Units](#)
- [Holds & Abatements](#)
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# What will the exported information look like?

- The information will be what is shown on the Owners Portal
- Here is an example of the Excel spreadsheet breakdown

	A	B	C	D	E	F	G
1	Check/DD #	Check Date	Description	Unit	Resident	Amount	Payment Group
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							