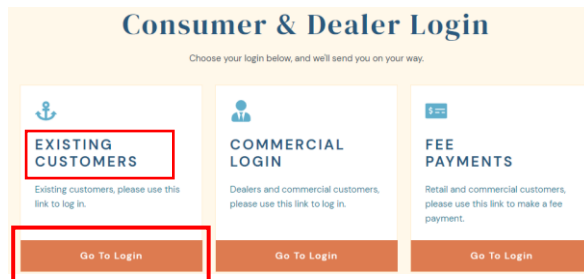


# LaVictoire Finance Online Account Portal Access

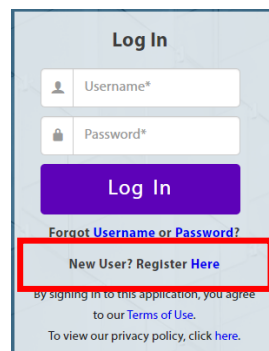
1. The online account portal can be accessed 2 ways:
  - a. Direct Portal Access: click or type <https://myaccount.acct-admin.com>
  - b. From our website: <https://lavictoirefinance.com>
2. If accessing portal from our website at <https://lavictoirefinance.com>, select **Login**.



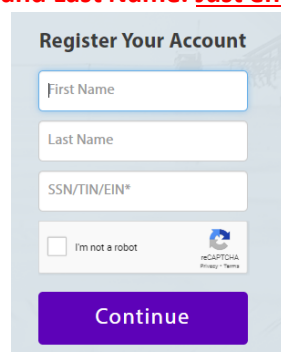
3. Under **Existing Customers**, select **Go To Login**.



4. When you select **Go To Login**, it will take you to the login screen of the online portal.
  - a. If you have existing credentials, enter your username, password and Log In.
  - b. To register for access, select **New User? Register Here**

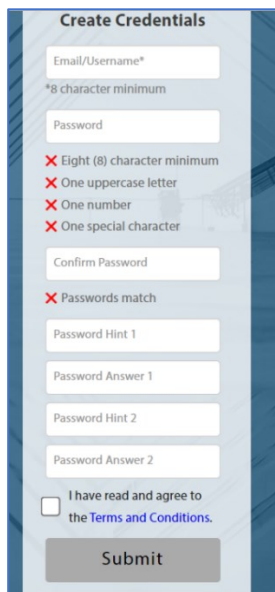


5. Register by entering your SSN/EIN/TIN. First & Last name are not required; however, this information may be needed to locate your loan. **If your loan is under the name of an LLC, do not enter a First and Last Name. Just enter the EIN # for the LLC.**



# LaVictoire Finance Online Account Portal Access

6. Create a Username and password that meet the requirements.



The screenshot shows a 'Create Credentials' form with the following fields and error messages:

- Email/Username\***: \*8 character minimum
- Password**:
  - ✗ Eight (8) character minimum
  - ✗ One uppercase letter
  - ✗ One number
  - ✗ One special character
- Confirm Password**:
  - ✗ Passwords match
- Password Hint 1**
- Password Answer 1**
- Password Hint 2**
- Password Answer 2**

At the bottom, there is a checkbox for 'I have read and agree to the Terms and Conditions.' and a 'Submit' button.

7. If you need assistance with the portal, contact Portal Support using the information below.

## Contact Information

Any questions? Please contact us by phone or email.

Portal@acct-admin.com | (888) 556-9591

Monday-Friday 6:00am - 7:00pm PST  
Saturday 7:00am - 12:00pm PST

8. For any questions regarding your loan account, call the LaVictoire Finance Service Center at (800) 750-2479.