

How to Log in My Portal

We will guide you step by step on **how to log in as a user** so you can access <u>My Portal</u> and view your policies, payments, and the document hub.





How to Sign Up

1. If you haven't created an account yet, enter <u>My Portal</u> and simply click on "Customer signup".



2. Please enter the email, phone number, and policy number associated with your account. Once you're done, click the "Submit" button.

Let's set up your account Please fill this registration form.		
Email	Phone (800) 300-0000	
Policy Number 100000012345		
	V I'm not a robot	
	Submit	



3. If the information matches, your account will be registered and you can log in using your email in the future. If the information does not match, please contact customer service to validate your policy information.



4. Click 'Back' to return to the sign-in page.





How to Log In

1. After registering an account, enter your email address and click 'Next'.



2. Click 'Send me the code'. An email with a one-time password (OTP) will be sent to the email address associated with your account.





3. Enter the password sent via email and click on verify



Congratulations! You have completed the process.

