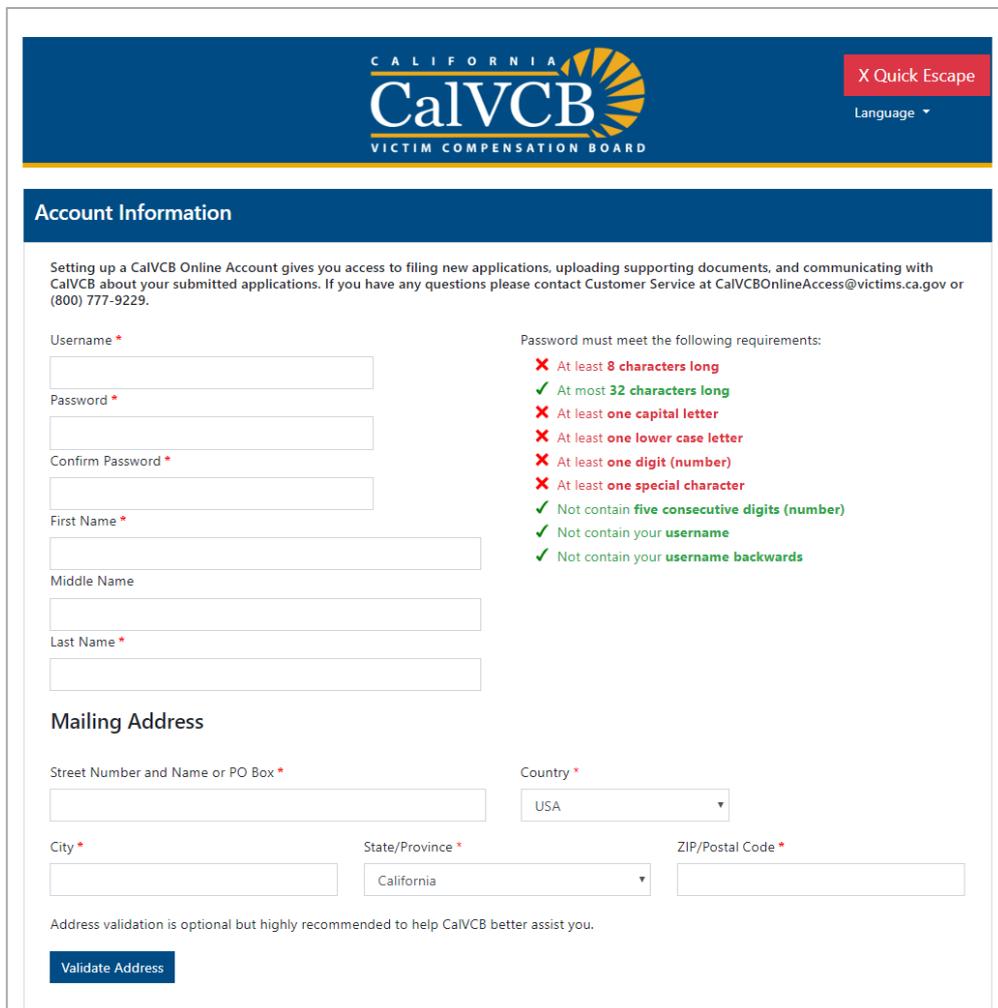


## When Applying to CaIVCB

- Each adult must have their own CaIVCB Online account, unless they are legally dependent on another adult or a minor child.
- Parents, guardians, or conservators can complete applications for themselves and their dependents under one User Account (*minors may apply on their own behalf for benefits under certain circumstances*).



The screenshot shows the CaIVCB Online Account Creation form. At the top, there is a header with the CaIVCB logo and a "Quick Escape" button. Below the header is the "Account Information" section. It includes a paragraph explaining the benefits of having an account. The form fields are: Username, Password, Confirm Password, First Name, Middle Name, Last Name, Street Number and Name or PO Box, Country, City, State/Province, and ZIP/Postal Code. A "Validate Address" button is at the bottom. To the right of the form, there is a list of password requirements.

**Account Information**

Setting up a CaIVCB Online Account gives you access to filing new applications, uploading supporting documents, and communicating with CaIVCB about your submitted applications. If you have any questions please contact Customer Service at [CaIVCBOnlineAccess@victims.ca.gov](mailto:CaIVCBOnlineAccess@victims.ca.gov) or (800) 777-9229.

Username \*

Password \*

Confirm Password \*

First Name \*

Middle Name

Last Name \*

Mailing Address

Street Number and Name or PO Box \*

Country \*

City \*

State/Province \*

ZIP/Postal Code \*

Address validation is optional but highly recommended to help CaIVCB better assist you.

Validate Address

Quick Escape

Language

Password must meet the following requirements:

- ✗ At least 8 characters long
- ✓ At most 32 characters long
- ✗ At least one capital letter
- ✗ At least one lower case letter
- ✗ At least one digit (number)
- ✗ At least one special character
- ✓ Not contain five consecutive digits (number)
- ✓ Not contain your username
- ✓ Not contain your username backwards

## Account Creation

- **Quick Escape** – Allows you to exit CaIVCB Online quickly.
- **Language drop-down** – English or Spanish options at this time.
- A **red asterisks** indicates a **required field**.
- **Password Criteria** – As the password criteria is met, the red **X** will change to a green **✓**.

## Communicating with CaIVCB

- CaIVCB may contact you via CaIVCB Online Messages, phone, or regular mail. Please make sure your contact information is up to date. This will ensure your application and expenses are processed as quickly as possible.
- To update your contact information, please log in and go to the Account Information page.

### Phone

I do not have a phone

Country \* Preferred Phone Number \* Type \*

USA

### Email Address

Email Address \*

Confirm Email Address \*

### Sign in Security Questions

Question 1: \* Answer \*

- Please select your question - Security Answer 1

Question 2: \* Answer \*

- Please select your question - Security Answer 2

Question 3: \* Answer \*

- Please select your question - Security Answer 3

### Customer Service Verification Passcode

The Customer Service Verification Passcode is a code word used to protect your confidential information. You will be asked for this passcode any time you contact the Customer Service Help Desk.

Passcode \* Passcode Hint \*

### User Agreement

You must agree to the Terms and Conditions to create a CaIVCB Online account.

I have read and agree to the [Terms and Conditions](#)

## Account Creation

- Please keep your CaIVCB account **secure** by setting three **Security Questions** and a **Customer Service Passcode**.
- Carefully read and review the **Terms and Conditions** for accessing CaIVCB Online.
- Once you complete Account Set-up you will receive an **email confirmation** to **activate** your account.
- If your email confirmation does not arrive in your inbox after ten minutes, check your junk, spam, or trash folders.

- If you do not receive your email confirmation, please contact CaIVCB Customer Service (800) 777-9229 or [CaIVCBOnlineAccess@vctims.ca.gov](mailto:CaIVCBOnlineAccess@vctims.ca.gov) for a copy.