

**SHOPOFF**

REALTY  
INVESTMENTS

*Transforming Opportunity into Value*

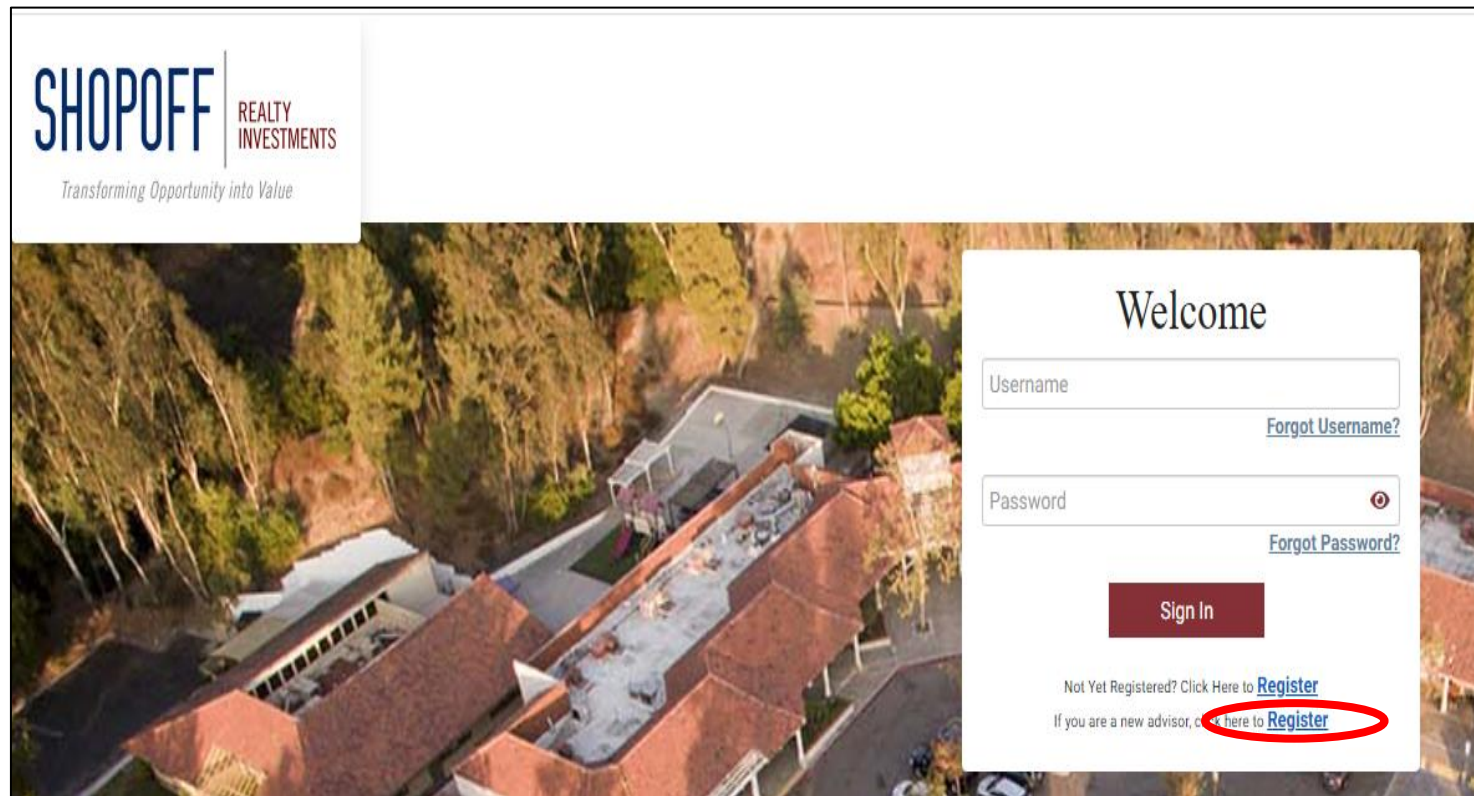
# **Advisor Portal Reference Guide**

# Advisor Portal – Welcome Page

<https://starportal2.phxa.com/shp>

Input your **Username and Password**

New **Advisors**, click **Register** to set up your account



# Advisor Portal – New Account Registration

**Step 1:** Enter the Rep ID PIN emailed or mailed to you by Phoenix American  
*\*The PIN is case-sensitive*

1 Register New Account 2 Challenge Questions 3 User Profile

### Register New Account - Step 1

Welcome to the SHP Web Portal. To register your account, please complete the information below.

Rep ID\*

PIN

Enter the PIN that was provided to you by email or mail  
if you do not have your PIN, please call us at null

Continue Cancel

**Step 2:** Create challenge questions

1 Register New Account 2 Account Verification 3 Challenge Questions 4 User Profile

### Challenge Questions - Step 3

Security Question\*

Answer\*

Security Question\*

Answer\*

Security Question\*

Answer\*

Continue Cancel

**Step 3:** Create a username and password

1 Register New Account 2 Account Verification 3 Challenge Questions 4 User Profile

### User Profile - Step 4

Username\*

Create Password\*

Confirm Password\*

Email Address\*

Confirm Email Address\*

Check to receive electronic delivery of future investor communication.

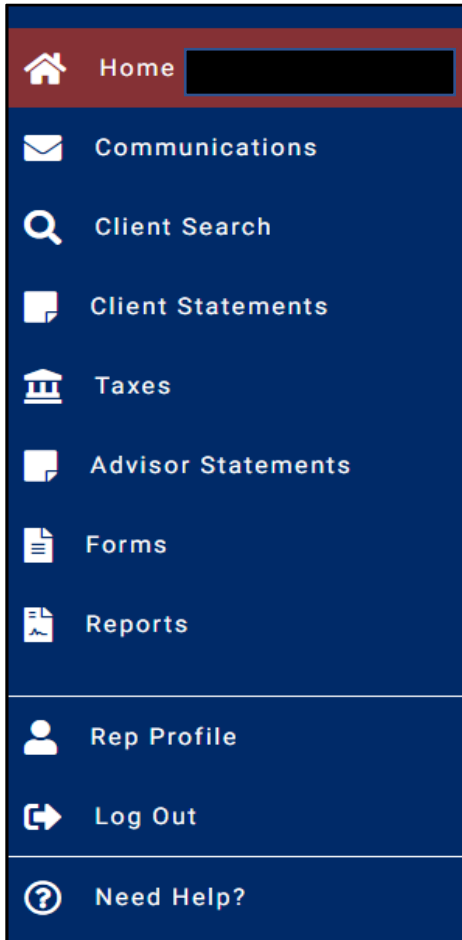
I HAVE READ AND AGREE WITH THE TERMS OF USE

Save Cancel

# Advisor Portal – Home Page

## Home Screen

Main account menu



A vertical navigation menu with a dark blue background and white text and icons. The menu items are: Home (with a house icon and a red bar), Communications (with an envelope icon), Client Search (with a magnifying glass icon), Client Statements (with a document icon), Taxes (with a building icon), Advisor Statements (with a document icon), Forms (with a document icon), Reports (with a document icon), Rep Profile (with a person icon), Log Out (with a right arrow icon), and Need Help? (with a question mark icon).

## Portfolio

Active Funds

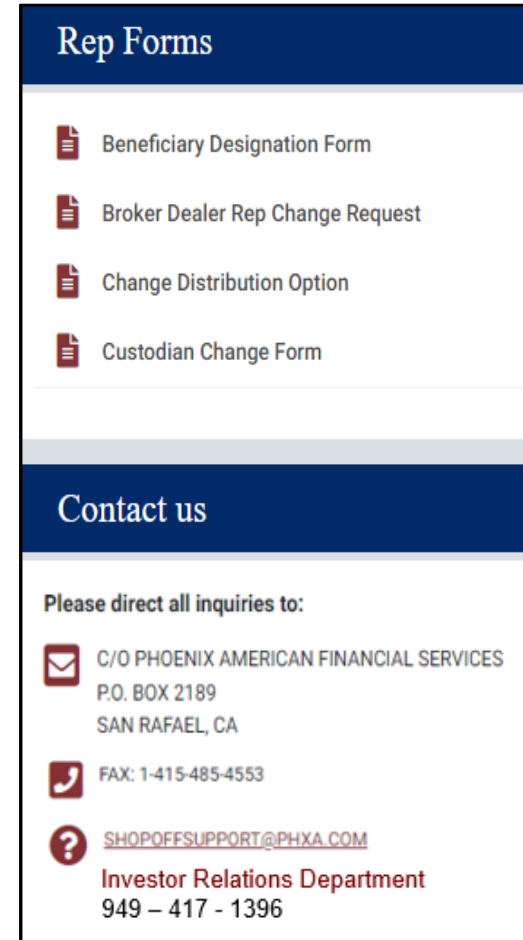
## Rep Documents



A screenshot of the 'Rep Portfolio' page. It features a dark blue header with the text 'Rep Portfolio'. Below the header, there are fields for 'Email:' and 'Phone:' with redacted information. A section titled 'Active Funds:' lists several funds: I-10 LOGISTICS CENTER, LLC; SHOPOFF DLV QOZ BONUS UNITS; SHOPOFF DLV QOZ FUND, LLC; SHOPOFF FOUNTAIN VALLEY FUND LLC; SHOPOFF LAND FUND III, LP; SHOPOFF LAND FUND IV, L.P.; SHOPOFF LAND FUND V, L.P.; SHOPOFF MESA AZ INDUSTRIAL FUND, LLC; SHOPOFF MESA VERDE FUND, LLC; and SHOPOFF OC DEVELOPMENT FUND, LLC. At the bottom, there is a dark blue section titled 'Rep Documents' containing a link for 'Advisor Statements' and a document icon next to 'Account Statement'.

## Rep Forms

Account Maintenance













A screenshot of the 'Rep Forms' page. It has a dark blue header with the text 'Rep Forms'. Below the header, there is a list of forms with document icons: Beneficiary Designation Form, Broker Dealer Rep Change Request, Change Distribution Option, and Custodian Change Form. A dark blue section titled 'Contact us' contains the text 'Please direct all inquiries to:' followed by contact information: C/O PHOENIX AMERICAN FINANCIAL SERVICES, P.O. BOX 2189, SAN RAFAEL, CA; FAX: 1-415-485-4553; and a link to SHOPOFFSUPPORT@PHXA.COM. Below this is the text 'Investor Relations Department' and the phone number '949 - 417 - 1396'.

# Advisor Portal - Communications

Search Communications to access and download Investment Confirmations, Statements, Quarterly Reports

**Communications**

Fund  Time frame Past 6 months   
Message  Type   
All Unread

Message	Received ↓	Download
Investment Confirmation	01/04/2023	
Shopoff DLV QOZ Fund LLC - Supplement No. 4	12/22/2022	
Investment Confirmation	12/19/2022	
Investment Confirmation	12/19/2022	
Investment Confirmation	12/19/2022	
Investment Confirmation	11/29/2022	
Investment Confirmation	11/29/2022	
Investment Confirmation	11/29/2022	
Las Vegas Dream Hotel Breaks Ground	11/29/2022	
Shopoff OC Development Fund - Notice of Amended and Restated Operating Agreement	11/29/2022	

# Advisor Portal – Client Search

Search for Investors by Name, Fund, Investor Number

**Client Search**

Select the type of client you are searching for, then enter all or part of a name or number in the boxes provided. The list will auto search as you type.

Type of Client: Investor  Fund:

Investor #:  Investor Name:

Tax ID #:

Account #:

Click on an Investor name to view account details

**Investor** [Redacted]

Announcements No New Announcements

**Investor Portfolio**

Email: [Redacted]  
Phone: [Redacted]

Active Investments:	Investment Amount: \$100,000.00
[Redacted]	\$100,000.00

**Investor Documents** **Investor Forms**

Tax Documents Beneficiary Designation Form

# Advisor Portal – Client Statements and Taxes

Search and download Investor Account Statements

**Client Statements**

The list will auto search as you type. For Tax Id only enter the last 4 digits to search.

**Fund** SHOPOFF LAND FUND III, LP **Time frame** Past 12 months

Investor Name  Account #  Tax ID #

<input type="checkbox"/>	Reports Name	Investor	Fund	Date ↓	<b>Download</b>
<input type="checkbox"/>	Account Statement	[REDACTED]	SLFIII	04/30/2022	
<input type="checkbox"/>	Account Statement	[REDACTED]	SLFIII	04/30/2022	

Search for Tax Documents by Fund or Tax Year


**Tax Forms**

**Fund**  **Tax Year** All






Year ↓	Tax Statement	Fund	Subscription	Tax Guide	<b>Download</b>
2021	2021 K-1	UND	[REDACTED]		
2021	2021 K-1	SLF V	[REDACTED]		

# Advisor Portal – Advisor Statements and Forms

Search for Statements by Fund or Time Frame

Advisor Statements				
Fund		Time frame Past 12 months		
<input type="checkbox"/>	Reports Name	Fund	Date ↓	Download
<input type="checkbox"/>	Account Statement		04/30/2022	



Account change forms are available for download

Forms	
These forms may be used to change account information or transfer your investment. All forms are in PDF format. Upon completion, please submit forms as instructed on the last page of each form.	
Form ↑	Download
Beneficiary Designation Form	
Broker Dealer Rep Change Request	
Change Distribution Option	
Custodian Change Form	
Death Re-Registration Form	
Investor Address Change Request	
Title Transfer Form	
Trustee Certification of Investment Powers	



# Advisor Portal – Reports and Rep Profile

Generate a New Position File to download in Excel. The position file will include all current details related to each of your client's investments.

Reports			<a href="#">New Position File</a>
<input type="checkbox"/>	Reports Name	Date ↓	<a href="#">Download</a>
<input type="checkbox"/>	Position File	11/03/2022, 10:30 AM	
<input type="checkbox"/>	Position File	11/02/2022, 11:13 AM	

## View Advisor Profile, Account Information and Link Accounts

### Rep Information

Rep ID # : 49 ● Active as of: 06/04/2015

Username:

Email Address:

[Edit Profile](#) [Deactivate](#)

### Rep Account Information

Name:

Current Address:

Phone :

### Link Accounts

This section will allow you to link other accounts to your account so all accounts are viewable under a single log in. You must know both the Rep ID and PIN(s) of the accounts you wish to link.

[Add an Account](#)