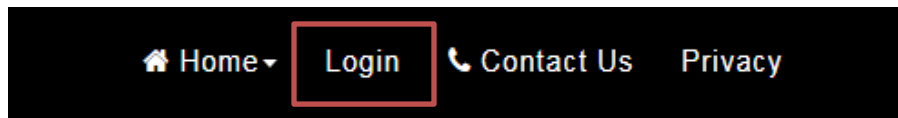# Vendor Registration Login

- **Registered Vendor Login to Webven**
  - Vendors can login to Webven by:
    - Click the "LOGIN / UPDATE" button on the Registration Home page

    - Or click the "Login" link on the top menu to bring up the Login screen

    - Vendor will be presented with the Login screen shown below once they clicked on the login button/link
      - If vendors already have a user login account they can use their Username and password to login
      - For those vendors who did not create user login account, they still can use their Vendor ID and PIN to login.

- **Vendor Login to Webven through Vendor Self Service Portal**
  - VSS activated vendors can login to Webven through VSS using the VSS user account
    - Enter your VSS user ID and the password on the login boxes and click the "Login" button

- Once vendor successfully logged on to VSS, on the Account Summary page, click on the "Edit Vendor Information" link which will automatically log vendor into Webven

- **Non-procurement Vendors Login**
  - If vendor is a VSS activated vendor and would like to update registration information but once vendor clicked on "Edit Vendor Edit Information" link to log into Webven and got the message "Our records indicate you have not registered on Webven as a Procurement vendor" along with County Vendors Relations contact information in case vendors need assistance on how to update these non-procurement vendor registration information.

    NOTE:
    A Los Angeles County procurement vendor is a vendor who normally has an 8-digit (or 6-digit) vendor code.

    If vendors who have vendor codes consist of alpha-numeric (for example WCBILLERB7868) then those vendors are what the County considers a Non-Procurement vendor.