

How to Order - Repository Update

HOW TO ORDER RESCORE ON-LINE

1. Start by logging into Credit Plus Inc and opening your borrower's file from the main page.

CREDITPLUS File # Go

Main

Products & Services

- ▼ **Credit Verification**
 - [Order Credit Report](#)
 - [Order Business Credit Report](#)

Tools

- [Documentation](#)
- [Requests](#)
- [Total cost for borrower](#)
- [Management Reports](#)
- [User Setup](#)
- [Invoices](#)
- [Change Credit Report](#)
- [Owner](#)
- [Generate Auth Code](#) ?

Helpful Tips

- [Ordering Credit Reports](#)
- [Finding Ordered Products](#)
- [Total Cost for Borrower](#)
- [>>see more](#)

Links

2. Once in the file, on the right hand side you will see **ADD-ON PRODUCTS**, you will find a bullet that says Request **REPOSITORY UPDATE**.

[View Invoice](#) [Close](#)

FILE #: 58380948 **REF #:**

APPLICANT: DAVID TESTCASE - *****0001 **XP:** 745 **TU:** 741 **EF:** 743

CO-BOR:

ADDR: 123 MAIN ST, ANTHILL, MO 65488

PREV:

Requests History

Type	Processor	Account	Latest Message	Ordered	Resolved	Status
*** NO RECORDS FOUND ***						

Documents

Description	Date
*** NO RECORDS FOUND ***	

[Upload Borrower Authorization](#)

Submission Results

Bureau	For	Date	OK	Ordered By	Error Message
EQUIFAX	B	11/13/20 1:42 PM	YES	MEGAN WITT	
EXPERIAN	B	11/13/20 1:42 PM	YES	MEGAN WITT	
TRANSUNION	B	11/13/20 1:42 PM	YES	MEGAN WITT	

[Re-pull As New File](#) [Order Refresh Report](#) ?

Charges

Date	Description	Credit	Charge
11/13/2020	3BUR	\$0.00	\$0.00
11/13/2020	SURCHARGE-Credit Assure	\$0.00	\$0.45
		Tax Total	\$0.00
			\$0.45

[Closed Loan Adjustment](#) [Make Credit Card Payment](#)

VIEW REPORT

- [WEB / PDF /](#)
- [Prequal Analyzer](#)

-- Other Reports --

ADD-ON PRODUCTS

- [Wayfinder](#)
- [What-If Simulator](#)
- [Comparison Report](#)
- [Request Supplement](#)
- [Request REPOSITORY UPDATE](#) ←
- [Request RMCR](#)
- [Request VOE](#)
- [Add Bureaus / Spouse](#)
- [Merge with another file](#)
- [Undisclosed Debt Notifications](#)
- [Liens and Judgments Report \(Borrower\)](#)

UNMERGE REPORT

BORROWER

CO-BORROWER

EXPERIAN

TRANSUNION

EQUIFAX

[Additional Options](#)

Web PDF [View](#)

ADDITIONAL PRODUCTS

- [Flood Determination](#)
- [FraudPlus](#)
- [ID Verification](#)
- [Tax Return Verification](#)
- [Verification of Deposit/Assets](#)

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3. This will bring you to a screen where you can input all the necessary information to submit your rescore. Simply click on the box next to the trade you would like to update.

File # TESTCASE, DAVID - *****0001
58380948

Ordered By: MEGAN WITT Phone: 8002583488 Email: (please verify) MWITT@CREDITPLUS.COM Preferred Contact: Phone E-mail

RUSH (There may be an additional fee)

General Comments:

Select the tradeline or public record that you would like to update and specify the bureau/borrower and update reason.

TRADELINES											
USAA FEDERAL SAVINGS ACCOUNT #ACCT000006											
SOURCE	ECO	REPORTED DATE	DLA	HIGH CREDIT	CREDIT LIMIT	BALANCE	PAYMENT	30	60	90	STATUS
XP/TU/EF	B	10/20	04/20	31206		28626	533	0	0	0	AS AGREED
CHASE ACCOUNT #ACCT00****											
SOURCE	ECO	REPORTED DATE	DLA	HIGH CREDIT	CREDIT LIMIT	BALANCE	PAYMENT	30	60	90	STATUS
XP/TU/EF	B	11/20	11/20	4000	4000	228	10	0	0	0	AS AGREED
CATO CORPORATION ACCOUNT #ACCT00****											
SOURCE	ECO	REPORTED DATE	DLA	HIGH CREDIT	CREDIT LIMIT	BALANCE	PAYMENT	30	60	90	STATUS
XP/TU/EF	B	05/19	03/17	200	200	0	0	0	0	0	AS AGREED

4. From there, it will drop down for you to make selections on which bureaus you need and the reason for your request. If you need to attach additional documents you may do so at the bottom. If your company is set up with an approval process when you initiate your request, save the emailed approval as a PDF, and upload it with the title "Rescore approval". You may check as many boxes as you would like to process requests for multiple Tradelines. Click **Next** at the top right of the page when you are ready to move on.

TRADELINES											
<input checked="" type="checkbox"/> USAA FEDERAL SAVINGS ACCOUNT #ACCT000006											
SOURCE	ECO	REPORTED DATE	DLA	HIGH CREDIT	CREDIT LIMIT	BALANCE	PAYMENT	30	60	90	STATUS
XP/TU/EF	B	10/20	04/20	31206		28626	533	0	0	0	AS AGREED
UNMERGED DATA											
<input checked="" type="checkbox"/>	XP-B	B	10/20	04/20	31206	28626	533	0	0	0	AS AGREED
<input checked="" type="checkbox"/>	TU-B	B	10/20	10/20	31206	28626	533	0	0	0	AS AGREED
REMARK: COLLATERAL: 2005 TOYOTA 4RUNNER											
<input checked="" type="checkbox"/>	EF-B	B	10/20	10/20	31206	28626	533	0	0	0	AS AGREED
Reasons: <input checked="" type="checkbox"/> Update balance <input type="checkbox"/> Update status <input type="checkbox"/> Remove lates <input type="checkbox"/> Delete account <input type="checkbox"/> Remove dispute											
Comments:											
<input checked="" type="radio"/> I will not be including or sending any document(s) for the request. (There may be a higher fee for the No Doc service) <input type="radio"/> I will be including or sending document(s) for this request. <input type="checkbox"/> I have provided or will provide document(s) for this request											
Document Description						Attach Documentation					
<input type="text"/>						<input type="text"/>					
						Browse... Attach more ...					

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5. After clicking **Next**, you will be brought to a page where you are asked to confirm you are not the borrower and submit your request. This page will estimate how much you will be charged as well as give you request details. When you are ready and everything looks good, hit the **Submit Request** button at the bottom.

CONFIRM REQUEST

File # TESTCASE, DAVID - *****0001
58380948

Requested By: MEGAN WITT **Phone:** 8002583488

Preferred Contact: Phone **E-mail:** MWITT@CREDITPLUS.COM

General Comments:

Total Estimated Charge: \$0.00
(Additional fees may apply)

Request Details

Creditor: USAA FEDERAL SAVINGS
Account #: ACCT000006
Reasons: XP-B;TU-B;EF-B;Update balance
Comments:

Order Agreement

The bureaus require that the consumer is not to be charged in any way for this service. You hereby agree to pay for the total charges of the request, authorize the total charges of the request to be applied to the credit card (should a credit card be provided), agree to pay for the cost of a new credit report to complete the service, and acknowledge that CREDIT PLUS does not guarantee the results of updating a consumer's credit file. If you have any questions, please contact CREDIT PLUS.

CREDIT PLUS does not guarantee any turnaround times in connection with this request. CREDIT PLUS will not be held liable for any order that goes into bureau dispute which can take up to 30 days to process.

If you are the borrower and have been asked to enter your credit card information to pay for Rescore services, STOP. If you proceed, you will be charged for a service that should only be utilized and paid for by the broker/mortgage lender. As a borrower, please do not provide your credit card information.

I am not the borrower. 