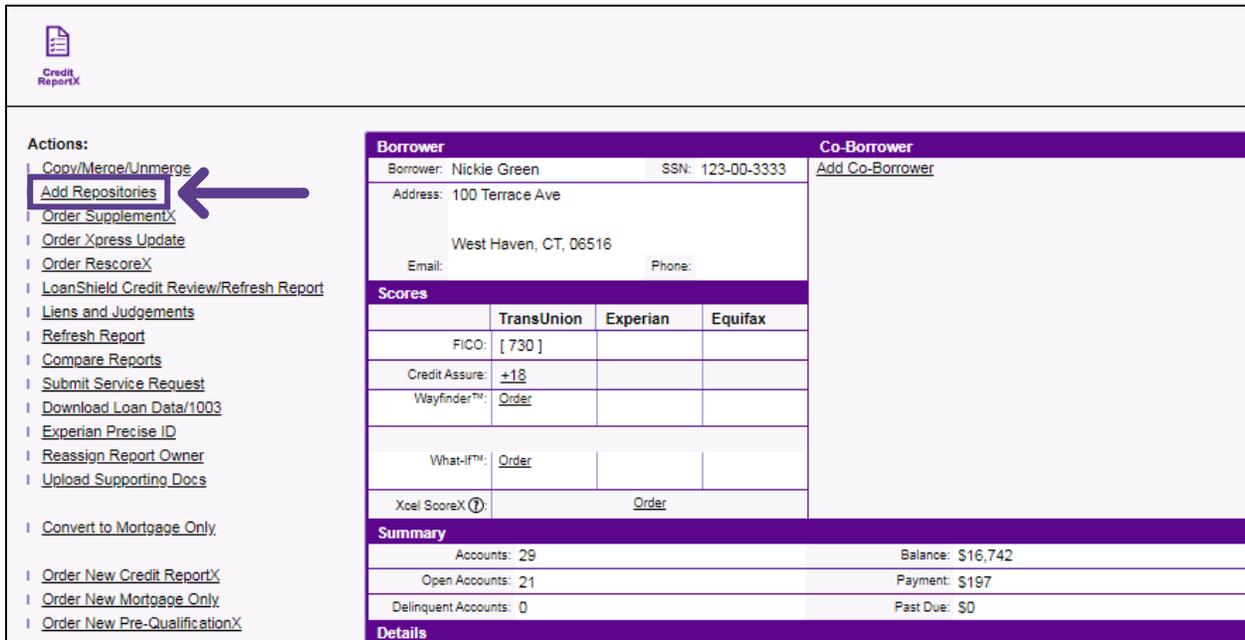


1. Start by logging into Xactus360 and opening the borrower's file from the home page.



2. On the left-hand side under Actions, click Add Repositories.



Actions:

- Copy/Merge/Unmerge
- Add Repositories**
- Order SupplementX
- Order Xpress Update
- Order RescoreX
- LoanShield Credit Review/Refresh Report
- Liens and Judgements
- Refresh Report
- Compare Reports
- Submit Service Request
- Download Loan Data/1003
- Experian Precise ID
- Reassign Report Owner
- Upload Supporting Docs
- Convert to Mortgage Only
- Order New Credit ReportX
- Order New Mortgage Only
- Order New Pre-QualificationX

Borrower

Borrower: Nickie Green SSN: 123-00-3333
Address: 100 Terrace Ave
West Haven, CT, 06516
Email: Phone:

Co-Borrower

[Add Co-Borrower](#)

Scores

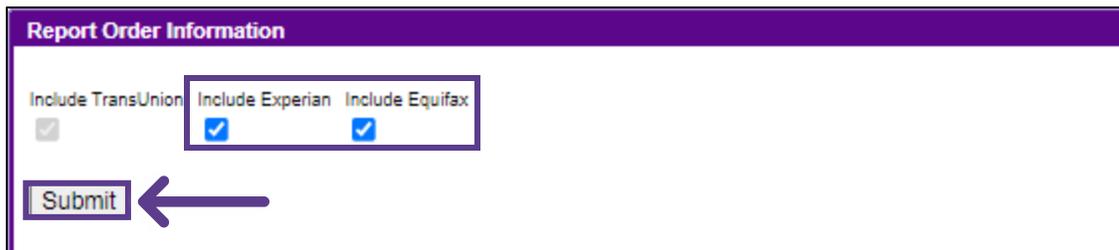
	TransUnion	Experian	Equifax
FICO: [730]			
Credit Assure: +18			
Wayfinder™: Order			
What-IF™: Order			
Xcel ScoreX ⓘ: Order			

Summary

Accounts: 29	Balance: \$16,742
Open Accounts: 21	Payment: \$197
Delinquent Accounts: 0	Past Due: \$0

Details

3. Check the box(es) next to the bureaus needed. Then, click Submit.



Report Order Information

Include TransUnion Include Experian Include Equifax

Submit

4. The updated credit report will open on your screen when complete.

PLEASE LET US KNOW IF YOU HAVE ANY QUESTIONS OR CONCERNS AND WE WILL BE HAPPY TO HELP.