

Ordering Credit

This document will show you how to order credit with Advantage Credit through Lending QB. Its purpose is not intended to provide detailed instructions on any other process.

<u>Step 1:</u>

CLICK on the loan you wish to order credit for, and choose Advantage Credit as the provider.

Example

1	window		- • 00007	11					
Ac	Search								
1	Loan Number Your Pipeline Disclosures (0 Due) Loan Pools Trades Tasks +								
	Go	Assign & Change Status Duplicate File Delete Refresh							
	Tip: Tack on an * for partial matching	7.100	Loan	Borr Last	Borr First	Assigned Loan Officer	Loan		
ц,	Advanced Search		Number	Name	Name	Name	<u>Status</u>		
			<u>2016010057</u>			Advantage Credit	Loan Open		
	# Quick Pricer		<u>2015120108</u>	test	tracy	Advantage Credit	Loan Open		
	Create Purchase Loan Create Refinance Loan		<u>2016010058</u>	TESTCASE	MELINDA	Advantage Credit	Loan Open		
	Create HELOC		R						
1	 Find Loan Import Loans 								
	L oan Templates			*					
	 Find Loan Template 								
Ēr	Corporate Admin								
	Custom Word Forms								
	Custom PDF Forms Contacts								
	Vour Cottingo								
G	* Your Profile								
	Register Mobile Device Download								
	Reporting								
	" Published Reports								



<u>Step 2:</u>

A new widow will appear. Within the Settlement Service Worksheet (SSW), CLICK the Order New Product button.

Example





<u>Step 3:</u>

CLICK the Order Credit Report link. A new window will appear and the indicative information for the borrower(s) will be populated. Make any necessary changes prior to CLICKING the Order button.

Example

MENT SERVICES WO	RKSHEET (SSW)
	Printer-friendly version
et #: 63464 <u>Need t</u>	o send to a lender?
2016010058	Select Service to Order Webpage Dialog 🛛 LL, MO 65488
ower:	Select Service to Order
New Product Import E Date Ordered REPORT LOSED DEBT NOTIFICAT Y VERIFICATION REPORT PORT URN VERIFICATION SS CREDIT REPORT ATION OF EMPLOYMENT	Credit Verification Order Credit Report Order Business Credit Report Order Undisclosed Debt Notifications
Contact Advantage Credit: D16 MeridianLink, Inc. All rights	 Property Verification Employment/Income/ Asset Verification
	Fraud Detection
į	Cancel



Main 🕨 Credit File

Single Order	
Branch Evergreen Credit Acct dba the best credit e-1101099	Credit Order
Reference No. Loan Type Marital Status Dependents 2016010058 V V	REPORT V V
Consumer Information (Applicant and/or Spouse) First Name M. Name Last Name Suffix SSN DOB ? MELINDA TESTCASE Image: Construct of the second	Options Automatic Print Pay by credit card Enter Access Codes
Full Address @ more detail Length 854 GRINDSTONE DR, ANTHILL, MO 65488	
Previous Address (If less than 2 years.) Canadian Address Address Format Full Address Length	
Others Property Address Copy from Residential Address	
Phone Email	
Contact Advantage Credit: call (303) 670-7993 or fax (303) 670-8067	

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<u>Step 4:</u>

You can view the credit report two ways as outlined in the example below.

Example

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rtential TransUnion score change of +28 points with <u>Credit Analyzer</u> New Report								VIEW REPORT	
LE #: 3122764 PLICANT: MELINDA TESTCASE - *****0010 XP: 509 TU: 494 EF: 452 +55 +28 +21							52 21		
D-BOR: DR: 854 GRINDSTONE DR, ANTHILL, MO 65488 REV:							•	ADD-ON PRODUCTS Credit Analyzer What-If Simulator	
*** ORDER COMPLETED ***								<u>Comparison Report</u> <u>Request Supplement</u>	
Jreau	reau For Date OK Ordered By			Ordered By	Error Message				<u>Request RMCR</u> Add Buropus / Spouso
(PERIAN B 1/14/16 3:34 PM YES		YES	LARRY TRAN				 Undisclosed Debt Notifications 		
ANSUNION	В	1/14/16 3:34 PM	YES	LARRY TRAN					
2UIFAX B 1/14/16 3:34 PM YES LARRY TRAN							UNMERGE REPORT		
ease click on the blue <u>PREQ</u> link to view the credit report								BORROWER	
larges									
ate	Description			Cre	dit	Charge			
14/2016 3BUR					\$0.00		\$0.00		
14/2016 SURCHARGE-State Surcharge					\$0.00		\$0.99		
Tax \$0.00 Total \$0.9							\$0.00 \$0.99	Web O PDF View	
View Invoice Make Credit Card Payment							SETTLEMENT SERVICES		
							Back to Worksheet		

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