800.258.3488 or info@creditplus.com

Additional Features HOW TO REMOVE A BORROWER

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

CREDITPLUS Main			File #	6
Products & Services	Tools		Helpful Tips • Ordering Credit Reports	
Order Credit Report Order Business Credit Report Order Undisclosed Debt Notifications	Documentation Requests Total cost for borrower Management Reports	User Setup Invoices Change Credit Report Owner Generate Auth Code @ Configure AutoUpgrade	Finding Ordered Products Total Cost for Borrower >>see more Settlement Services New Worksheet	

2. After opening the joint credit report number, uncheck the borrower you are removing from the loan and click **"View"**.

Pote	ential T	rans	SUnion score cha	nge	of +59 poin	ts with	Credit	Anal	<u>yzer</u>			VIE	W REPORT
						<u>Vie</u>	w Invoi	<u>ce</u>	<u>Close</u>	2	WEB / PDF / Prequal Analyzer		
FILE #: APPLICA CO-BOR: ADDR: PREV:	305162 NT: NICO NICH 8315	56 LE TE OLAS BUNH	STCASE - *****0007 TESTCASE - ****000 (ER HILL RD, ANTHILL,	<u>L7</u> MO 6	REF #: 14	409EM0000 XP: XP:	005 TU: 528 +5 TU: 609 +1	B 9 5 5	EF: EF:		Other Reports Score Wizard What-If Simulator Comparison Report Request Supplemer Request Repository Request RMCR	ADD-ON It Update	PRODUCTS
Туре	Process	or	Message	Or	dered R	esolved	St	tatus			Add Bureaus/Spous	e 🕐	
			*** NO REC	ORDS	FOUND ***						Undisclosed Debt N	otifications	
Docume	nts				Date							UNMER	ge report
beschipt			*** NO REC	ORDS	FOUND ***					11	BORROWER		
Upload E	Borrowe	r Aut	thorization								CO-BORROWER		
Submiss	ion Res	ults									EXPERIAN		
Bureau		For	Date	ОК	Ordered By	E	rror Mes	sage			TRANSUNION		
TRANSUN	ION	С	6/2/15 2:08 PM	YES	DEBBIE ATENC	10					EQUIFAX		
TRANSUN	ION	В	6/2/15 2:08 PM	YES	DEBBIE ATENC	10						Addition	al Ontions
220						Re-	pull As N	ew Fi	le]		Web OPDF	View

3. Once you have selected **"View"**, select **Create Unmerged Copy** and then you will receive a new file number to reissue back into the loan and through an AUS.

