

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 Cancel Report (Allow Repull).



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Actions:

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- [Download Loan Data/1003](#)
- [Add Red Flag Report](#)
- [Reassign Report Owner](#)
- [Cancel Report \(Allow Repull\)](#)
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- [Order New Credit ReportX](#)
- [Order New Credit ReportX, Borrower Only](#)
- [Order New Credit ReportX, Co-Borrower Only](#)

Borrower				Co-Borrower			
Borrower: Nancy Blue		SSN: 123-00-6666		Borrower: Frozen File		SSN: 000-00-0032	
Address: 200 Cider Brook Dr Appletown, CT, 06477				Address: 600 Saw Mill Rd West Haven, CT, 06516			
Email:		Phone:		Email:		Phone:	
Scores							
	TransUnion	Experian	Equifax		TransUnion	Experian	Equifax
FICO: [744]		773	733	FICO: Frozen	Frozen	Frozen	Frozen
Credit Assure:				Credit Assure:			
Wayfinder™:	Too Old	Too Old	Too Old	Wayfinder™:	Frozen	Frozen	Frozen
What-If™:	Too Old	Too Old	Too Old	What-If™:	Frozen	Frozen	Frozen
Lending Hand (i):	Order			Lending Hand (i):	Order		
Summary							
Accounts: 18				Balance: \$215,248			
Open Accounts: 8				Payment: \$1,837			
Delinquent Accounts: 0				Past Due: \$0			

3. The Status will now show as Canceled and the report can be repulled.

Details	
Loan Number:	Status: Canceled
Report ID: 48428674	Entered: 06-27-2023, 02:22:48 PM
Report Type: Credit ReportX	Completed: 06-27-2023, 02:22:52 PM

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