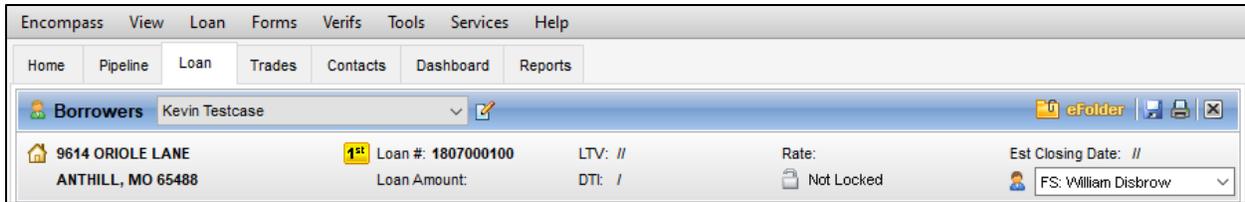
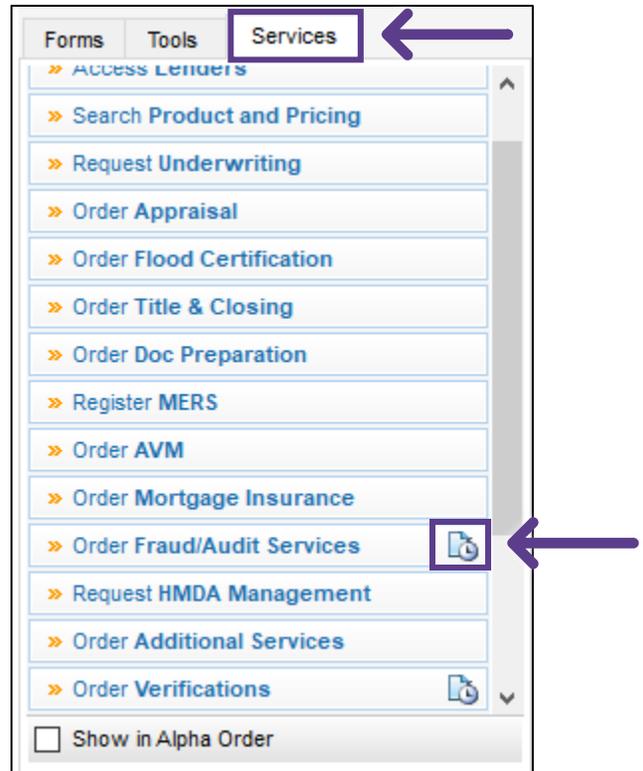


1. Start by logging in and opening the applicants loan file.



2. Click on the Services tab in the bottom left corner. Then, click the Check Status icon.



3. Click the order to edit and click Retrieve.

The screenshot shows a window titled "Services" with a close button (X) in the top right corner. Below the title bar is a section labeled "From Service Providers" containing a table with the following data:

Att	Name	Requested From	For Borrower Pair	Status	Date
	Fraud/Audit Services	Xactus - Fraud ReportX	Nickie Green	Requested	10/16/23

At the bottom of the window, there are three buttons: "Retrieve", "New Document", and "Cancel". The "Retrieve" button is highlighted with a purple box, and a purple arrow points to it from the right.

4. Click View Report.

The screenshot shows the "Fraud ReportX" page. At the top left is the "xactus" logo with the tagline "Advancing the Modern Mortgage". To the right is the "FR<sup>x</sup> Fraud ReportX" header. Below the header is a "View Report" button, which is highlighted with a purple box and a purple arrow pointing to it from the right.

Below the button is a summary table with the following data:

Ordered Date	Report ID	Package	Status	Loan Number
10-16-2023	7050477	FRX_ALL	Completed	2308000154

Below the summary table is a "Borrower Details" section with a table:

Borrowers	Name	SSN	Address
Borrower 1	Nickie Green	123-00-3333	100 TERRACE AV, West Haven, CT 06516

Below the borrower details is a "Subject Property Address" section with the address: 100 TERRACE AV, West Haven, CT 06516. At the bottom right of the page is a "Close" button.

5. Or you can retrieve the order from eFolder directly. Click eFolder.

The screenshot shows the application's main interface. At the top is a navigation bar with tabs: "Home", "Pipeline", "Loan", "Trades", "Contacts", "Dashboard", and "Reports". Below the navigation bar is a "Borrowers" tab selected, showing the name "Nickie Green and Alan Brown". To the right of the name is a search bar labeled "Search AllRegs" and an "eFolder" button, which is highlighted with a purple box and a purple arrow pointing to it from the right.

Below the search bar is a summary of loan information:

1 <sup>st</sup> Loan #: 2308000154	LTV: //	Rate:	Est Closing Date: //
Loan Amount:	DTI: /	Not Locked	FS: Xactus Test

6. Then, click the order to edit and click Retrieve.

Documents View Standard View

Document Group (All Documents) Stacking Order None

Documents (4)

Att	Fo	Name	Description	For Borrower Pair	Type	Access	For Milestone
		fraud					
		Fraud ReportX (7050477)	FRX_ALL	Nickie Green and Alan B...	Settlement Service	AC, CL, FN, LD,...	Processing
		Fraud ReportX (7058577)	FRX_ALL	Nickie Green and Alan B...	Settlement Service	AC, CL, FN, LD,...	Processing
		Fraud/Audit Services	Fraud/Audit Services	Nickie Green and Alan B...	Settlement Service	AC, CL, FN, LD,...	Processing
		Fraud/Audit Services	Fraud/Audit Services	Nickie Green and Alan B...	Settlement Service	AC, CL, FN, LD,...	Processing

7. Click View Report.

**xactus** Advancing the Modern Mortgage

**FR<sup>x</sup> Fraud ReportX**

[View Report](#)

Ordered Date	Report ID	Package	Status	Loan Number
10-16-2023	7050477	FRX_ALL	Completed	2308000154

**Borrower Details**

Borrowers	Name	SSN	Address
Borrower 1	Nickie Green	123-00-3333	100 TERRACE AV, West Haven, CT 06516

**Subject Property Address**

100 TERRACE AV, West Haven, CT 06516

[Close](#)

8. Either method will allow you to edit the report. Scroll to the section you need to edit and click Update.

**SUMMARY OF FINDINGS**

**BORROWER DETAIL REPORT - NICKIE GREEN**

RiskIndicator	Severity	Description	Caution	Update
RiskIndicator 1	Medium	The input SSN is invalid	Caution	<a href="#">Update</a>
RiskIndicator 2	Medium	The input SSN/TIN may have been miskeyed	Caution	<a href="#">Update</a>
RiskIndicator 3	Medium	Unable to verify phone number	Caution	<a href="#">Update</a>
RiskIndicator 4	Medium	The input phone number is potentially invalid	Caution	<a href="#">Update</a>
RiskIndicator 5	Medium	The input date-of-birth was missing or incomplete	Caution	<a href="#">Update</a>
Follow-up Action 1		Verify phone (Directory Assistance, utility bill)		
Follow-up Action 2		Verify name with Address (via DL, utility bill, Directory Assistance, paycheck stub, or other Government issued ID)		
Follow-up Action 3		Verify name with Social (via SSN card, DL if applicable, paycheck stub, or other Government issued ID)		

**PROPERTY DETAIL REPORT - 100 TERRACE AV, WEST HAVEN, CT 06516**

RiskIndicator	Severity	Description	Caution	Update
RiskIndicator 1	Medium	Subject property county reported on FEMA disaster list	Caution	<a href="#">Update</a>

**PARTICIPANT DETAIL REPORT**

\*\*\* NO RISK INDICATORS FOUND \*\*\*

**REMARKS** [Add Comments](#)

9. Then, change the status of the Risk Indicator and type a comment. Once complete, click Update.

**Update Status**

Status

Cleared

Comment

Confirmed by Social Security Card.

Cancel Update

10. This note will now be displayed on the report for all future viewings.

SUMMARY OF FINDINGS

**BORROWER DETAIL REPORT - NICKIE GREEN**

Riskindicator 1	Medium	The input SSN is invalid	Cleared	Update
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Note Log:

- Xactus Demo , 07/17/2023 , 02:46:59 PM - Status Change Caution -> Cleared
- Xactus Demo , 07/17/2023 , 02:46:59 PM- Confirmed by Social Security Card.

11. There is an additional section at the bottom of Summary of Findings to input any other information needed to clear the Risk Indicators. This section is called REMARKS. To add a new remark, click Add Comments.

SUMMARY OF FINDINGS

**BORROWER DETAIL REPORT - NICKIE GREEN**

RiskIndicator 1	Medium	The input SSN is invalid	Caution	<a href="#">Update</a>
RiskIndicator 2	Medium	The input SSN/TIN may have been miskeyed	Caution	<a href="#">Update</a>
RiskIndicator 3	Medium	Unable to verify phone number	Caution	<a href="#">Update</a>
RiskIndicator 4	Medium	The input phone number is potentially invalid	Caution	<a href="#">Update</a>
RiskIndicator 5	Medium	The input date-of-birth was missing or incomplete	Caution	<a href="#">Update</a>
Follow-up Action 1		Verify phone (Directory Assistance, utility bill)		
Follow-up Action 2		Verify name with Address (via DL, utility bill, Directory Assistance, paycheck stub, or other Government Issued ID)		
Follow-up Action 3		Verify name with Social (via SSN card, DL if applicable, paycheck stub, or other Government Issued ID)		

**PROPERTY DETAIL REPORT - 100 TERRACE AV, WEST HAVEN, CT 06516**

RiskIndicator 1	Medium	Subject property county reported on FEMA disaster list	Caution	<a href="#">Update</a>
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**PARTICIPANT DETAIL REPORT**

\*\*\* NO RISK INDICATORS FOUND \*\*\*

**REMARKS**

Add Comments

12. Type a remark in the box and click Update to save.

# Add Comment

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Comment

SSN Risk Indicator Cleared.

Cancel

Update

**REMARKS**
[Add Comments](#)

Xactus Demo , 07/17/2023 , 02:52:24 PM SSN Risk Indicator Cleared.

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