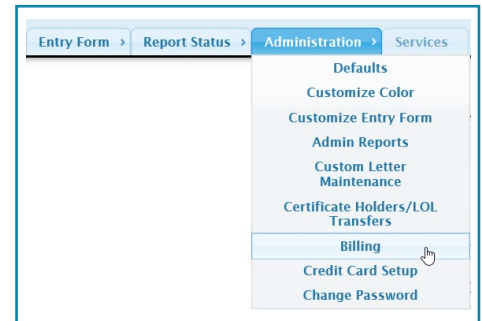


Bill Presentment

- Bill Presentment is available by choosing 'Billing' under the administration tab
- The billing screen will enable the customer to search for the report via options or date ranges
- If searching by 30, 60, or 90 days, you must enter at least one of the following search criteria:
 - Reference #
 - SSN
 - Last Name
 - Loan #
 - Alias
 - Client/Location#
- If searching by greater than 90 days, **two** criterion are required
- If the customer sorts by date range for the month, the total charges viewed WILL NOT match their invoice, as sales tax and Innovis products are not included
- Actions on credit reports that cross months will skew this number
- Once the search is submitted, the reports that match the criterion will display
 - Each report is listed individually
- Detailed information on each report is available by [clicking on the charges](#) for the report



Administration > Billing Information Search

Search Criteria

☒ Days Last 30 Days ☐ Date Range Start End

Reference #* Loan #*

First Name Last Name* SSN*

Requestor ID*

Alias* Location* Client*

Bill Presentment Results

Showing 2 of 2 records returned for last 30 days.

Total for 2 reports: \$109.10

Show 30 entries.

Branch Id	Date Ordered	Requestor Id	Applicant	Co-applicant	Loan #	Reference #	Total Fees(\$)
MAIN	04/24/2019	TRAINING REQUESTS	SAMPLE, SAM		XXXX1428	719114125703125	\$36.70
MAIN	04/24/2019	TRAINING REQUESTS	SAMPLE, SAM		XXXX8296	719114123903095	\$72.40
Branch Id	Date Ordered	Requestor Id	Applicant	Co-applicant	Loan #	Reference #	Total Fees(\$)

Previous 1 Next

Example of Bill Presentment:

Billing Details

 Factual Data

Billing Details of SAMPLE, SAM Computer ID: 720197134318066

Date Ordered: 07/15/2020 Requestor ID: TRAINING REQUESTS

Applicant: SAMPLE, SAM

Loan Number: XXXX8677 Reference Number: 720197134318066

Report Type: Individual

Address: 200296 TEST RD FANTASY ISLAND IL 60750

1. 07/15/2020

TRENDED EFX/XPIN/TRU IND	\$30.00
REGULATORY RECOVERY FEE (EFX)	\$2.25
REGULATORY RECOVERY FEE (TRU)	\$2.25
REGULATORY RECOVERY FEE (XPIN)	\$2.25
CREDIT XPRT ASSURE	\$1.15
Total For This Day:	\$33.70
Total:	\$33.70

Print Cancel

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