

Upgrading to a Mortgage Only

***Please note: Once a report is upgraded to a Mortgage Only, it cannot be converted back

- To upgrade an existing Credit Report to a Mortgage Only report, select the **Mortgage Only** radio button
- Fill out the Requestor Details (optional)
- Click **Submit**
- Use the Report Status tab to search for your upgraded report

Upgrade Services	Applicant Services	Other Services
☐ Credit Report ☒ Mortgage Only ☐ CreditXpert® ☐ Retrieve Supplements ☐ Loan Quality Cross Check	☐ Add Applicant	☐ Delete Report ☐ Add/Remove Vendor ☐ Reference Update ☐ Upload Auth/Docs ☐ Add ID Cross Check ☐ Add Comments ☐ View Trended Data ☐ Letters ☐ Add Letter of Explanation

Mortgage Only

Requestor Details

Requested By

Training Requests

Phone #

(412)503-9200

Ext #

☐ Rush

Fax #

Consumer Phone #

E-mail

TrainingRequests@factualdata.com

☐ E-mail ☐ Fax

Applicant	Loan #	Reference #	Requested By	Date	Status	Type	Services
SAMPLE, SALLY	XXXX9247	720191214880966	Training Requests 602001-99991	2020-07-14 22:02:40	Complete / View Report	Mortgage Only XPN,EFX,TRU	Select a service ▼

Proprietary & Confidential



For more information, please contact us at **800.216.3463** or email TrainingRequests@factualdata.com.
 For customer support, please email ClientSuccess@factualdata.com

© 2022 Factual Data. All Rights Reserved.