



Importing Credit Scores Into Your CU*BASE Member Database

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Occasionally credit unions ask us to update credit scores for their members in CU*BASE, using a file that they provide. This file (sometimes it's an Excel spreadsheet) is typically from a credit bureau and contains just Social Security numbers and credit scores.

The purpose of this document is to explain what custom programming services are available from CU*Answers and Lender*VP to handle this type of request.

Planning Ahead

First, you'll need to complete these steps:

- Select a bureau to run the portfolio scoring process.
- Determine which member records you will send to the bureau for scoring.
- Work with the bureau and a CU*Answers or Lender*VP representative to deliver the records securely to the bureau as well as a return process for CU*Answers to retrieve the completed file run.
- Determine the frequency (if any) of running this portfolio analysis.

What Lender*VP and CU*Answers Will Do

Our programming team will write a custom process to import the file, analyze the data, update the credit scores and provide verification reports.

We will update the **Open End Loan Contract file** (OPENDLF) with the score provided, as well as a "Last Score Date" and employee ID as specified by your credit union. (If the OPENDLF record doesn't already exist for a member, a new one will be created automatically as needed.)

When your records are updated, an **exception report** will be generated showing all members where there was no member record found to match the incoming record on the credit bureau file. The report will also show cases where the OPENDLF file contained more recent data than what was in the incoming file from the bureau.

Other Things to Consider

Remember that the score in this file could be different from the credit report already on file in your CU*BASE database. As described below, there are a few assumptions we will make when updating your existing data. Also

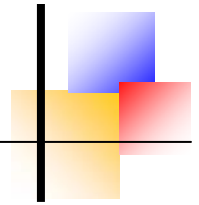


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keep in mind that once the scores have been flooded to your accounts, that score will be overwritten with the next credit report that is pulled for a member.

- If the file provided contains a Social Security number, every member with that SSN/TIN will be updated.
- If the file provided contains the member number (which is the key to the OPENDLF file), then we will update data for that membership record only.
- If a credit score already exists in the OPENDLF file, we will update the score and date only if the date provided is more recent than the date in the existing record.

Cost

One-time upload of credit score data to CU*BASE membership database \$500.00

Optional assistance creating the Query of members to be scored \$50.00/hour (1 hour min.)

Prices subject to change. Refer to the current pricing schedule, sent annually to your credit union's CEO/Manager.

Getting Started

Use the form below to contact us and get the process started. Or send an email with the requested information directly to sales@lendervp.com.

Credit Score Import Request

Complete this form if your credit union would like to import credit scores to update your CU*BASE member data.

Credit Union Name: _____

Contact Name: _____

Contact Phone: _____ Date: _____

What credit bureau have you selected to run the scoring process?

- Experian TransUnion Equifax CBC/Innovis

Have you already contacted the bureau about this?

- Yes No

If Yes, who at the bureau did you contact? Name: _____

Phone/Email: _____

How will you generate the list showing which members should be scored?

- We will create our own Query for the bureau to use; we do not need assistance with this part.
- We need assistance creating the list of members. We understand that normal Query setup fees will apply.

Please contact _____ (name)

at _____ (phone/email) to discuss our criteria.

Return the
completed form to:

Lender*VP: Attention Beth Skinner Fax: 616-285-5735
Or send an email to sales@lendervp.com