

We are pleased to submit this proposal to refresh your credit score database. This will update your members' credit score at the account base level. This proposal will provide you with information regarding the scope of our services, our approach and our professional fees. Once this form is signed and returned, your credit score updates will be run according to your preferences until the agreement is terminated.

**SCOPE OF SERVICES:** Refreshing your Credit Score Database based on your criteria on a recurring basis.

Which bureau will be used?

TransUnion  
CBCInnovis/TransUnion  
Experian  
Equifax

How often will this report be run?

Quarterly - \$250 per pull  
Semiannually - \$375 per pull  
Annually - \$500 per pull

Please indicate which months you would like these reports run.

January	May	September
February	June	October
March	July	November
April	August	December

Which members will be scored?

All members (18+)  
All members with active loans  
All members between ages \_\_\_\_\_ and \_\_\_\_\_

**EXPECTATIONS & RESPONSIBILITIES:**

Lender\*VP will do the following:

- Create a file to be submitted to your credit bureau vendor for scoring based on your selections above.
- Upload the file to CU\*BASE.
- Update the risk based credit information screen and the credit score history file.
- The file will be in a format that can be retained permanently.
- Lender\*VP will not update individual member loan records.

Credit Union must do the following:

- Approve initial query created by Lender\*VP.
- Approve any deviations from the initial query selections based on this form.
- Approve file prior to upload for each report cycle.
- Upload/download file to transmit to bureau depending on bureau selection.
- Sign authorization form for payment from bureau.

**PROFESSIONAL FEES:**

The cost to refresh the credit score database is dependent upon the frequency of the cycle specified above. The respective credit bureau will also charge you a fee based on the number of members scored based on your agreement with them.

**TIMELINE:**

Please allow 30 days for completion of the process. Note, the project could be delayed if queries created by CU\*Answers used to produce the files are deleted.

**TERMINATION:**

If you wish to discontinue this service for any reason you must notify CU\*Answers no less than 60 days prior to your next scheduled refresh at [LendingSales@cuanswers.com](mailto:LendingSales@cuanswers.com) or the Lender\*VP website. Failure to do so will result in your project being completed and the credit union will be responsible for all associated billings.

**RESPONSE:**

This letter correctly sets forth the understanding of the Refreshing you Credit Score Database.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Credit Union: \_\_\_\_\_

Printed Name & Title: \_\_\_\_\_

Please return the completed form via fax Attention Lender\*VP at 616-285-0825 or email [LendingSales@cuanswers.com](mailto:LendingSales@cuanswers.com)