

Instructions for Property Record Search

- Click on Property Record Search
- If you have a tax map number type it in the search box, then hit enter.
- If you have a name or address you can type it in the search box, then hit enter.
- If you don't see what you are looking for you may have to scroll down to the bottom of the page and select  .
- When you find your parcel, **Double Click on the row** it will take you to the property record card for viewing.
- If you want to print a copy of the property record card, towards the top left you will find a blue box  , click on it and it will allow you to print the card with the sales history.
- If you want to see the tax map for that parcel section, towards the top left you will find a blue box  , click on it and it will show the full tax map for that section.
- If that still doesn't work for you, you may try the Filter  , located above the right side of the search box to do a search. You can search more specific fields in this area.
- You will need to type in the specific fields what you are looking for, then click  , to get your results.
- If you want to do another search, make sure you clear your prior filters or click the "X" on the home screen for the results which is right below the search box.
- If you are still not having luck trying to find what you are looking for please call the Real Property Tax Services office at 518-761-6464.