

Date: July 17, 2017 Number: 17-22 Subject: Adjacent Search

## Requesting an Adjacent Search

1. Complete a Parcel Register search.

**Note**: Keep the Search Results window open until the search is complete as you will be required to return to this window.

2. From the Search Results window, select the Parcel Register description and then Select the **Parcel Register** button.

Search Results - PIN 070	01-0025		
□ m 07001-0025	PIN Details	Map Adjacent Custom	
Custom	PIN	Status Address	
	07001-0025 (LT	) ACTIVE 220 THOMAS CT , BURLINGTON	
	LT 14 , PL 14	459 ; S/T INTEREST IN 831988 ; BURLINGTON	
	Parcel hore in	feater: () T) 1 and Tiller	



The Parcel Register Options window opens.

3. Using the checkboxes, select the content you would like to view and Select OK.



The Parcel Register window appears. Use the tabs to view additional Parcel Register details.





4. To print the Parcel Register, select the green printer button

The Parcel Register displays in an Adobe Reader window.

5. Return to the Search Results window and select the Map tab.

∃ @ 07001-0025	PIN Details	Мар	Adjacent	Custom
Adjacent	PIN	Party and the local division of	Status	Address

A Confirm Message window appears.

6. Select **Yes** to retrieve the map.

The map for the PIN you selected appears.

7. Click on the Adjacent folder located in the Folder list to the left of the map.

A Confirm Message window appears.

8. Select **Yes** to continue and retrieve the adjacent parcel map data.



A System Message window appears.

9. Select OK.

The Adjacent folder will expand and all adjacent Parcel Registers will display in a list.

10. To request any of the Parcel Registers, from the Adjacent tab, double click on the description in the list or select **Parcel Register** button.

07001-0019 07001-0024 07001-0024 07001-0043	PIN Status Address				
	07001-0017(LT) ACTIVE 235 KENWOOD AV , BURLINGTON LT 6 , PL 1459 ; BURLINGTON ; SUBJECT TO EXECUTION 96-01194, IF ENFORCEABLE. ;				
	07001-0018(LT) ACTIVE 231 KENWOOD AV .BURLINGTON LT 7 , PL 1459 ; BURLINGTON				
	07001-0019(LT) ACTIVE 227 KENWOOD AV , BURLINGTON LT 8 , PL 1459 ; BURLINGTON				
	07001-0024 (LT) ACTIVE 216 THOMAS CT , BURLINGTON LT 13, PL 1459 ; BURLINGTON				
	07001-0026(LT) ACTIVE 224 THOMAS COURT , BURLINGTON LT 15, PL 1459 ; BURLINGTON				
	07001-0043(LT) ACTIVE . THOMAS CT , PL 1459 ; BURLINGTON				

The Adjacent Parcel Register that is selected will show as highlighted on the map.

If you have any questions or concerns, please contact Customer Service.



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