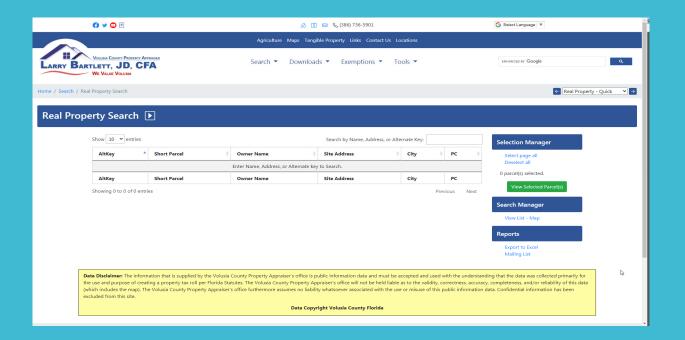
Instructions for Using the New Search Features



Larry Bartlett, JD, CFA
Volusia County Property
Appraiser

How to Perform a Real Property Search by Owner Name

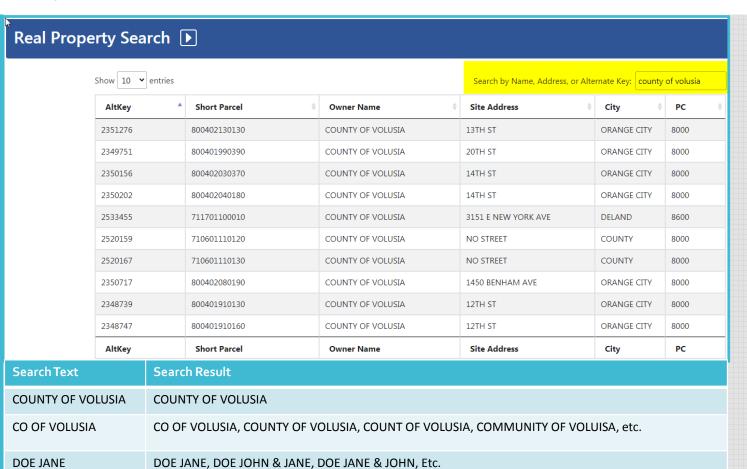
Searching by Owner Name Tips:

Type in the full name or part of the full name
(LastName FirstName)

Results will begin to populate the grid as you type.

Do NOT use punctuation

Use the '*' as a wild card to match any string of characters



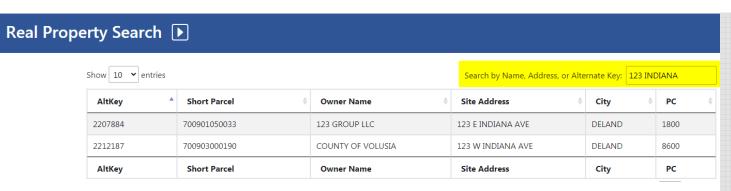
How to Perform a Real Property Search by Location Address

<u>Searching by Location</u> <u>Address Tips:</u>

Street direction is not necessary when searching, but will be used if entered

If using direction, use either full description or abbreviation, i.e.: W or West, E or East, etc. – the search will function using either.

Use the '*' as a wild card to match any string of characters



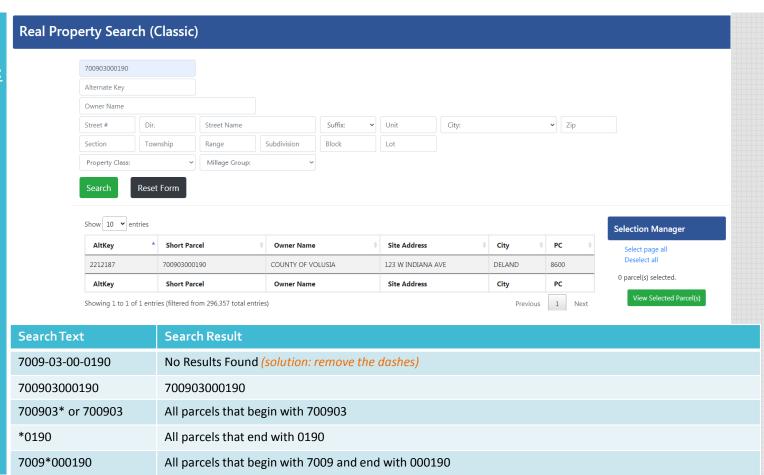
Search Text	Search Result
123 INDIANA	123 E INDIANA AVE and 123 W INDIANA AVE
123 WEST INDIANA or 123 W INDIANA	123 W INDIANA AVE
INDIANA DELAND	All parcels on a street named INDIANA in a city named DELAND

Combined Search (Classic Search) – Searching by Short Parcel ID

Searching by Short Parcel ID Tips:

Do NOT use dashes

A wild card '*' is assumed at the end of the search field

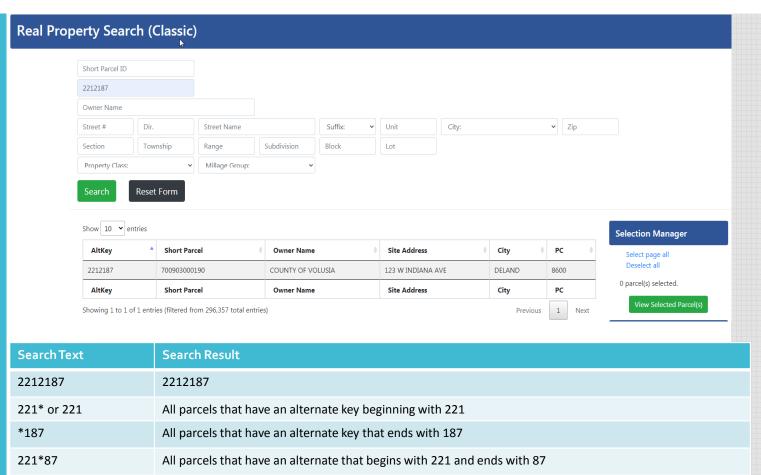


Combined Search (Classic Search) – Searching by Alternate Key

Searching by Alternate Key Tips:

Use the '*' as a wild card to match any string of characters

A wild card '*' is assumed at the end of the search field



Combined Search (Classic Search) – Searching by Owner Name

DOE * JANE

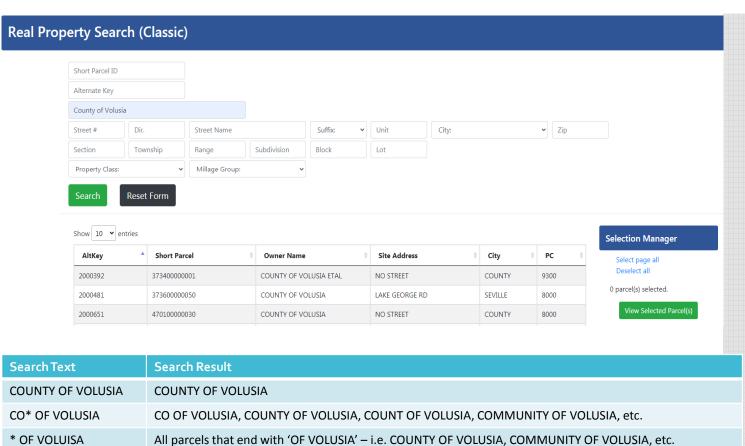
Searching by Owner Name Tips:

Type in the full name or part of the full name (LastName FirstName)

Do NOT use punctuation

Use the '*' as a wild card to match any string of characters

A wild card is assumed at the end on any string of characters



DOE JANE, DOE JOHN AND JANE, DOE JANE AND JOHN, etc.

Combined Search (Classic Search) – Searching by Location Address

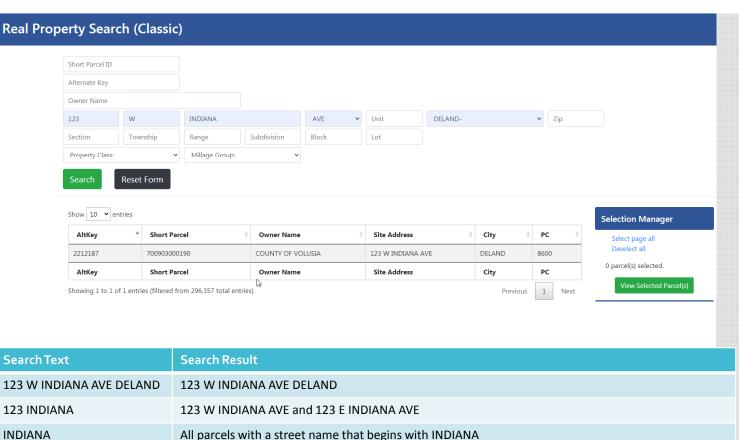
INDIANA DELAND

<u>Searching by Location Address</u> <u>Tips:</u>

Use the '*' as a wild card to match any string of characters

A wild card is assumed at the end on any string of characters

It is best to leave off the street prefix and suffix



All parcels with a street name that begins with INDIANA in the City of DELAND

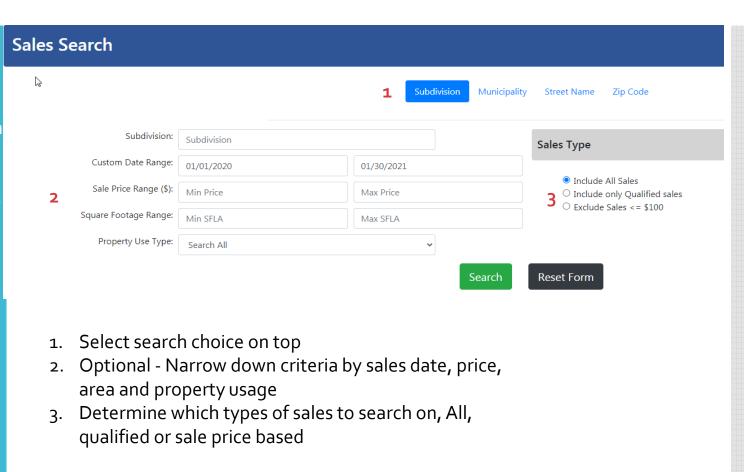
Volusia County Property Appraiser's OfficeSales Search

Sales Search Tips:

Subdivision will allow you to search by subdivision name or number

Street Names will autocomplete as you continue to type

Sale prices less than \$100 are considered to be unqualified

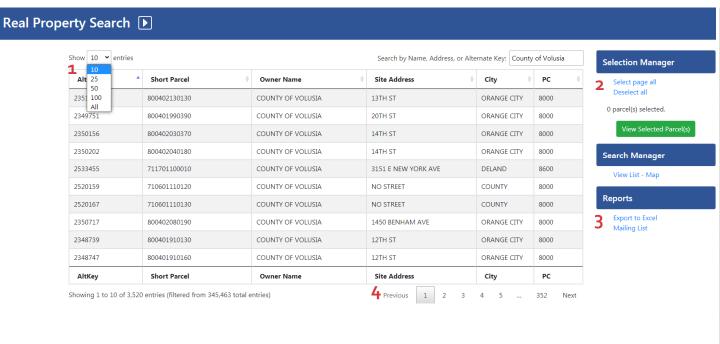


Search Results - Selecting and Downloading Results

Search Result Tips:

Please note, selecting All results may cause issues with your browser if you have too many results

Select/deselect individual parcels by clicking on them



- 1. Select the number of parcels to display or interact with
- 2. Selection manager allows you to select/deselect entire the page as well as view parcels once selected
- 3. Once you have parcels selected, you can export parcel details or create a mailing list
- 4. Page through search results to view more parcels

Questions or Comments?

Email us at vcpa@volusia.org

or

Call/ Visit one of our four office locations

DeLand:

123 W. Indiana Ave (386) 736-5901

Holly Hill:

921 N. Nova Road (386) 254-4601

Orange City:

2742-A Enterprise Road (386) 775-5257

New Smyrna:

113 E. Canal St (386) 423-3315