

## **Tips For A Faster Search**

1. The criteria for entering the property address may not be the same for all properties. You should not use the suffix (shown below) when searching for most properties. However, it may be necessary when searching for some properties. Street (St) Drive (Dr) Lane (Ln) Avenue (Av) Road (Rd) Blvd (Bv) Highway (Hy) Cove (Cv)

2. If you are unable to locate a match, you should broaden your search criteria by entering fewer words. If the street name contains more than one word, you can broaden your search range by entering the first word of the street name. When the street name is recognized, you will be able to determine how it's entered on our system. For example, if you are unable to locate "Cross Park Dr", you should try the following: 1) Cross Park 2) Crosspark 3) Cross *If this generated too many matches, you may need to include the street number.*

3. If the *street number is unknown*, you may leave this field blank and enter only the street name. If only the block number is known, you can use the "wildcard" (entered as %) which replaces anything following the criteria entered.

Example: Entering "100%" will not bring up all the addresses that are in the 100 block. Instead, it will bring up all the addresses that begin with 100, like 1000, 1001, 1006, and 10000. The same wildcard will work for the street name. "Pine%" will bring up Pineland, and Pinewood.

4. Some of the street names shown below may be difficult to locate because the format used to enter the name is inconsistent with the format used for most properties.

If Searching For:	Enter As:
Mopac Expressway N	Mo-Pac Expressway
FM 969	F M Rd 969
Highway 183	U S Hy 183
Highway 290 E	U S Hy 290
IH35 N	Interstate Hy 35
1st Street	1
38 Street	38
15 St e	15
Highway 71 East	State Hy 71 E