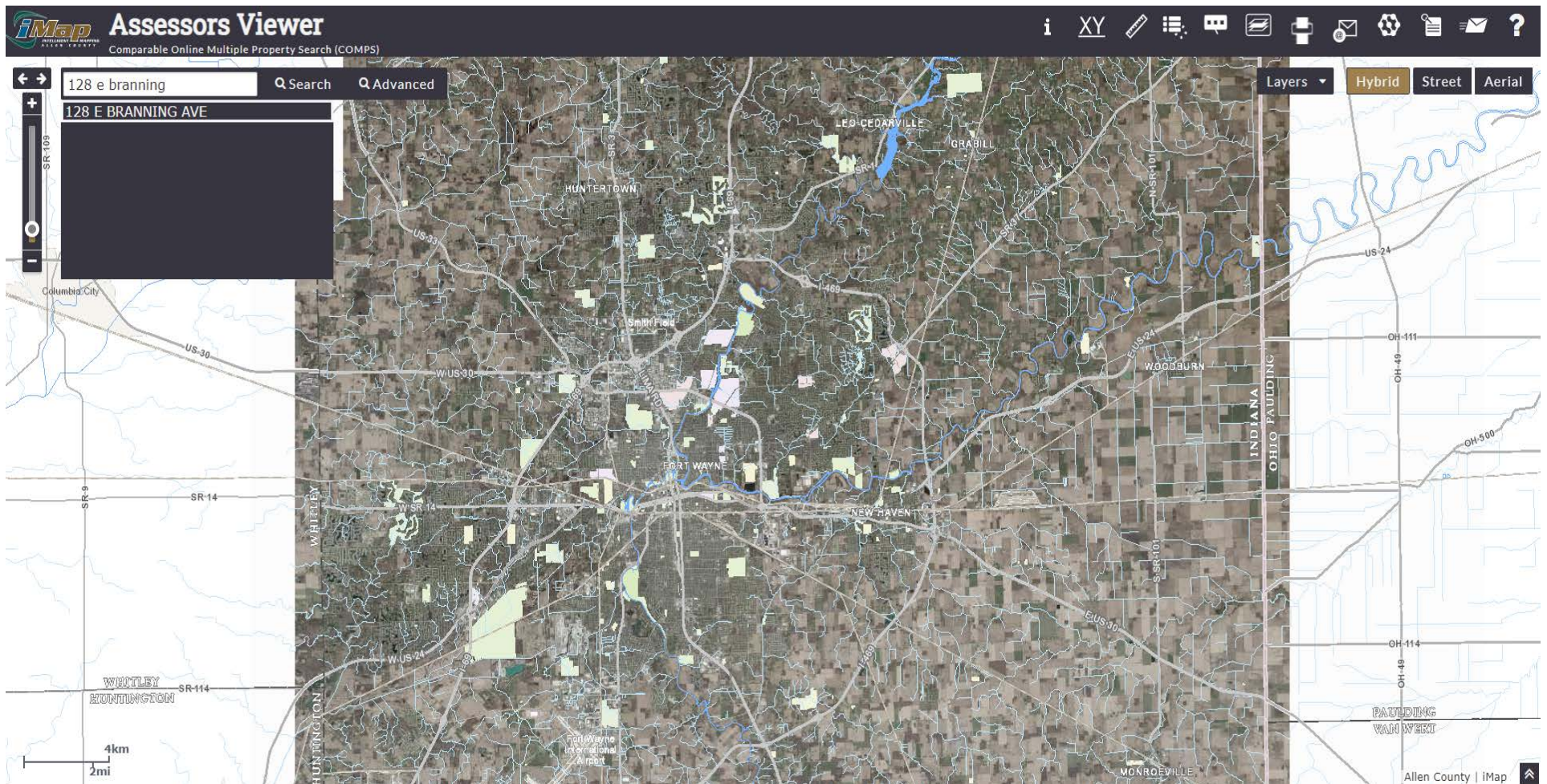# Comparable Sales Search

Instructions

# Sales Search

Search for the property by Property Address, Owner Name, or Parcel Number
- If searching by parcel number, enter the full number with or without dashes.
- If searching by property address, try being less specific. (i.e., 101 Forest instead of 101 Forest Park Blvd.)

# Sales Search

Click on the third icon from the left (Assessment Information)

# Sales Search

Click on "See Sales in Your Area". The comparable market area for the property will be highlighted and sales will be highlighted in red. The information for each sale will be displayed at the bottom of the screen.

# Sales Search

You can click on the red highlighted parcels to display a picture of the property and the information for that particular sale. You can also use any of the icons in the Actions column to zoom to a sale or view the property details.

# Sales Search

If you would like to print or view your results in a list, you can do so by clicking the download icon in the lower left corner. Clicking the "CSV Link" will allow a user to then view, download, or save the excel spreadsheet.

# Website Tips

Other Helpful Tips

• You can view search instructions by clicking on the "Help" tab at the top of the screen.

• You can use the "Share" tab at the top of the screen to email the map that you are currently viewing. You can also print the map using the print icon.

• You can view the property record card on the "Property Information" tab.

• You can view the tax information for the property on the "Owner Information" tab.

• The "Layers" tab allows you to add different information to the map.

• If you change the view to "Aerial", you can see a "Historical Imagery View". This allows you to view the aerial photos from 1938 to 2021.