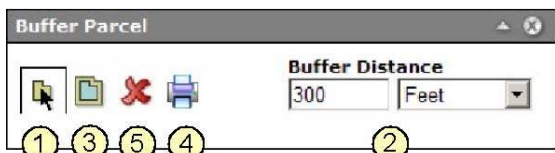
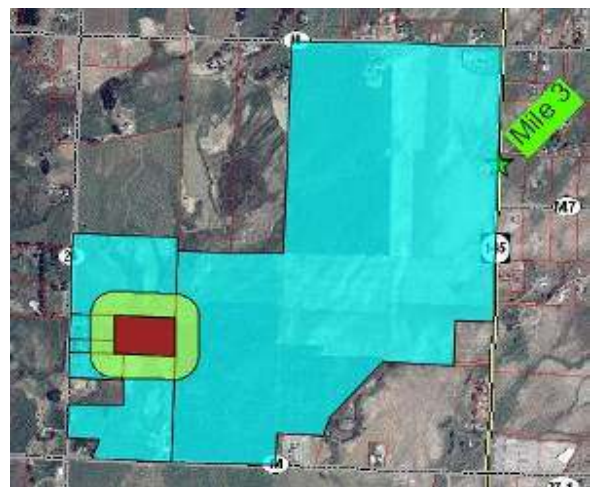


Note: When You Open a Report the Window will say "Your session is no longer active, please login to access this page." Please just push the Public 'LOGIN' Button to open the report.

Address List Tool

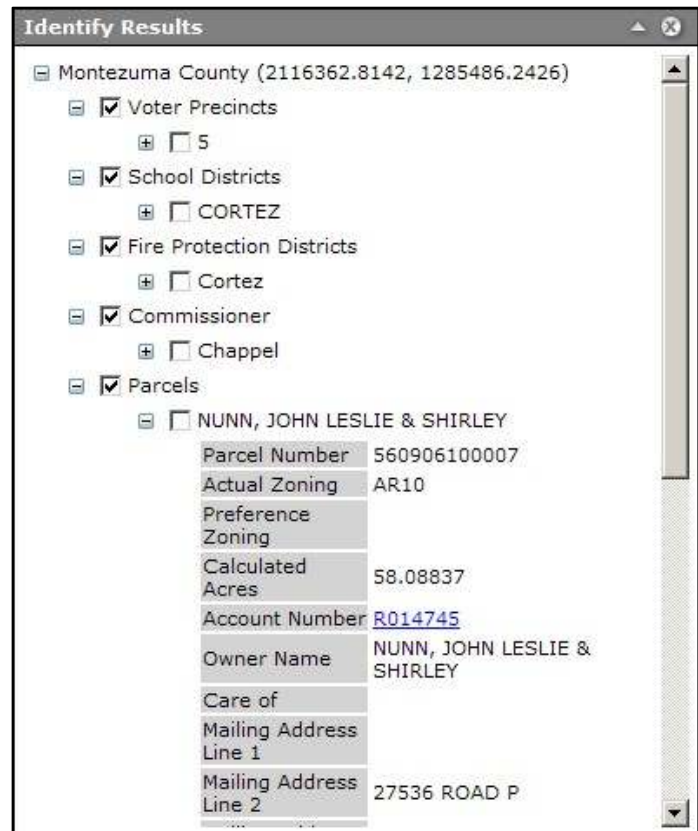


- 1) Zoom in Enough to See Red Parcel Lines and Select a Parcel to Buffer for the Address List.
- 2) Set Buffer Distance.
- 3) Execute Buffer.
- 4) Go to Printing Layout.
- 5) Clear Selection for Next Buffer.



Identify “i” Tool

- 1) Zoom to the Area of Interest
- 2) Click on the “I” Button in the Toolbar
- 3) Click Anywhere Within a Parcel to Bring Up the Results Window. (show on the right)
- 4) Review Which Districts that Parcel is in. Click on the “+” Button Next to the Owners Name to Reveal More Information About That Parcel
- 5) To Jump to the EagleWeb Assessors Report on that Parcel just Click on the Underlined Account Number. This will Open A New Browser Window.



New! High Resolution Imagery for the Town of Dolores. This is an optional layer you turn on by checking the box next to the layer.

New! Well data from the State Engineers Office. Again this is a manually turned on layer. Use the “Identify” tool to reveal more information about the well such as depth, permit date and yield.

Hints:

- When searching by **Address** use the Address Number then ROAD then the Road number. *Example:* “9999 ROAD 42”. If you use “CR” or “County Road” in place of “Road” the search will not work. In the towns you can just use the proper road name. *Example* “999 N Elm St”
- When searching by **Owner** typically use the format LastName, FirstName. Sometimes less is more. For example if you search “Smith, Bob” it will not find a match if the deed was filed under “Smith, Robert” so try a search of “Smith,” first.

To make suggestions for improvement email droth@co.montezuma.co.us