

HOW TO SEARCH FOR A DEED, MORTGAGE, SATISFACTION, OTHER LAND DOCUMENTS

Go to website: indianacountypa.gov/departments/register-and-recorder/

Scroll down the left side to Recorder of Deeds Online Services and click on it

Login as Guest

Accept

Search Public Records

Search Types on left side

ONLY choose one **search type** at a time and you only need to fill in the first line of that category

Example:	All Names	type in last name space first name (no capital letters needed) smith bob
	Instrument #	if you have the number that looks like below, use it 2021-0000
	Book/Page	if you have the book and page for old deed, search this DBV 295 Page 321 (DON'T use Volume)
	Parcel ID	if you have a parcel # you can search using it 32-010-020

Click SEARCH (beside magnifying glass) in upper right corner

Search Results give you all land documents listed for your search type

Double-Click on the blue number on the left to bring up the document

If that is not the document you want, click back to results (top right)

If you want to search a new document, click back to criteria (top right)

If you want to print document:

- save image using icon at top middle,
- download
- click on little box in left bottom corner
- click printer at top right and print