

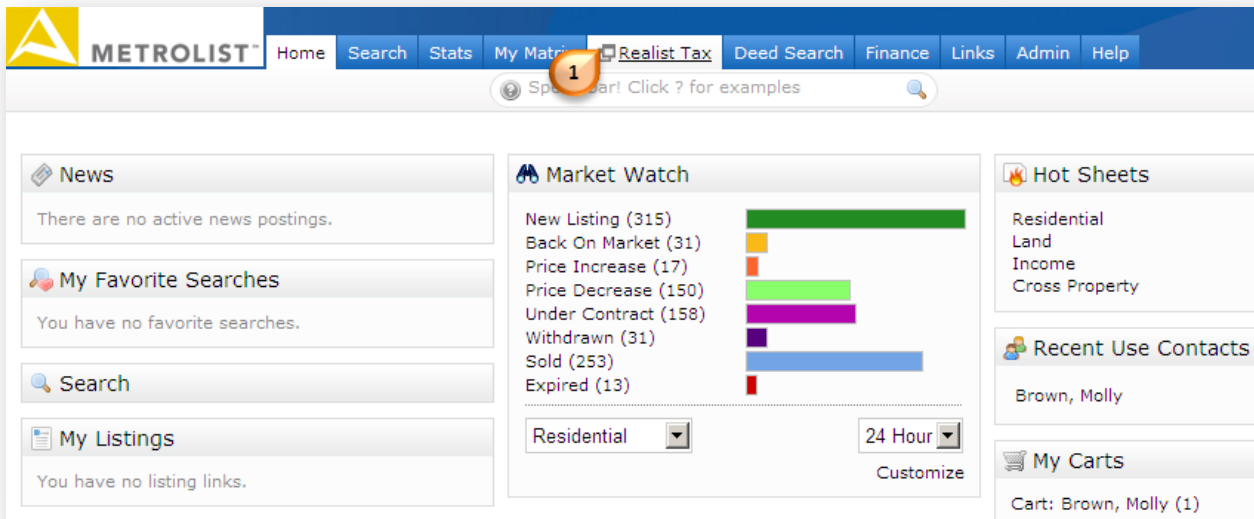
Save Searches in Realist

Click “Realist Tax” tab

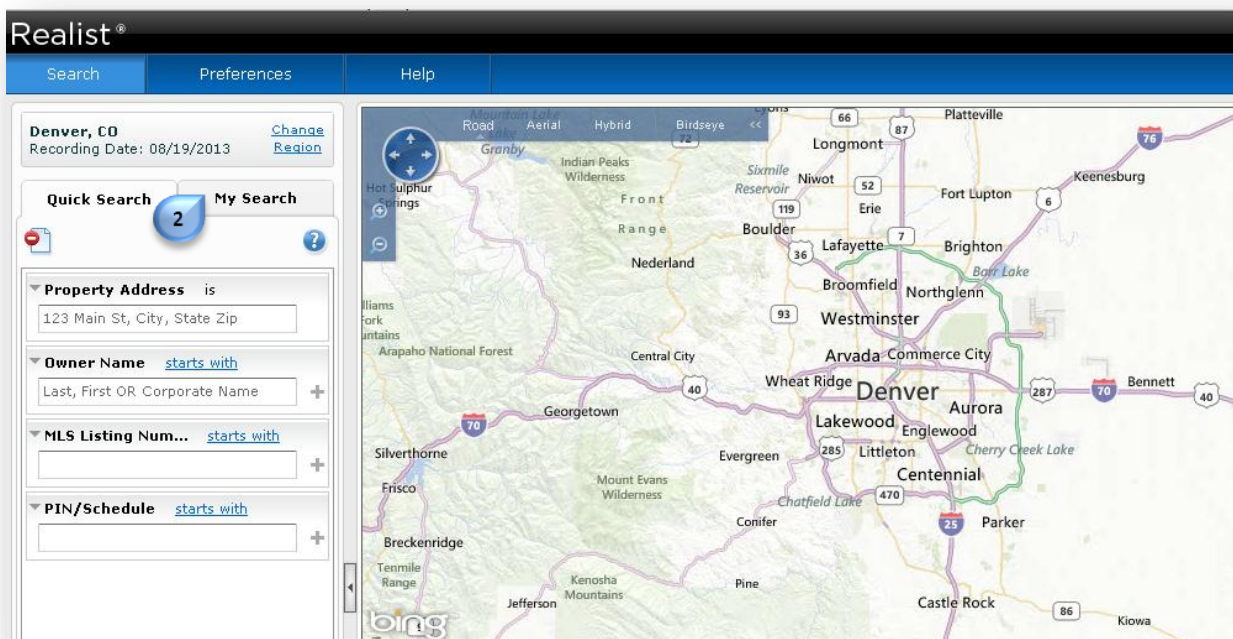


Note: Realist Tax opens in new window

First time users must check “I have read and accept the Terms of Use” checkbox and click Continue.



Click “My Search” to create a public records search

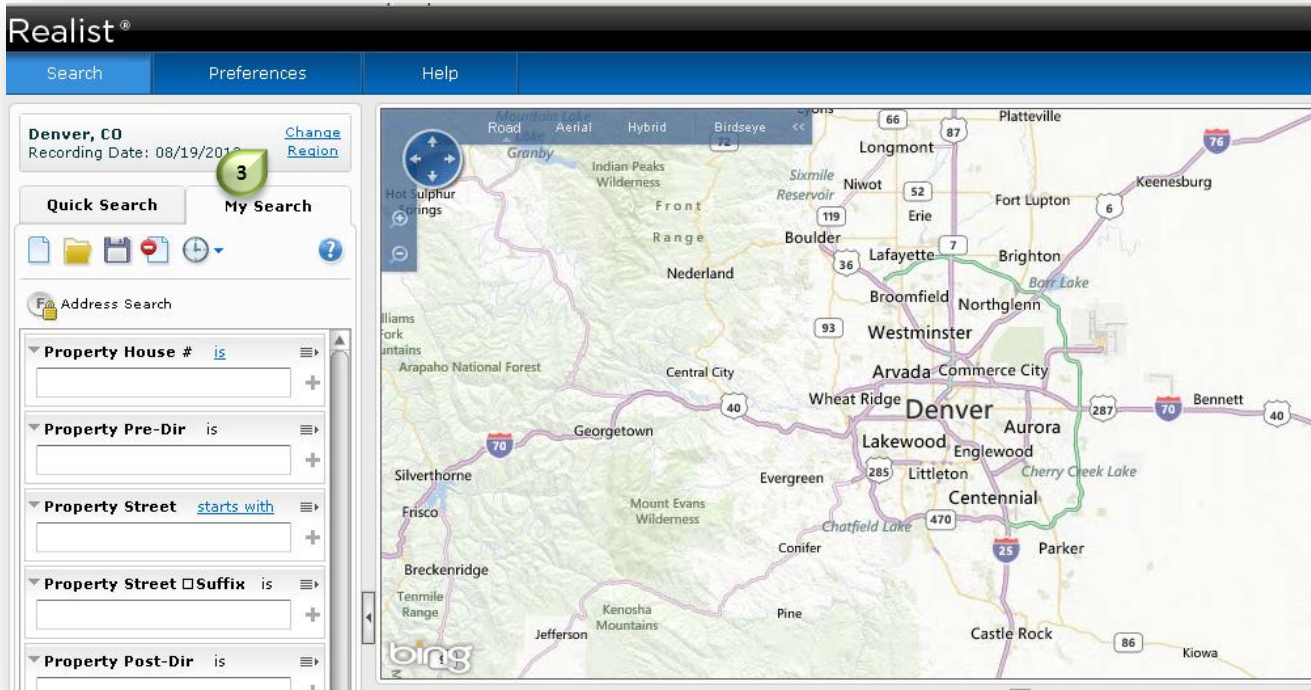


Save Searches in Realist

“Change Region” allows you to select one or more counties for your search

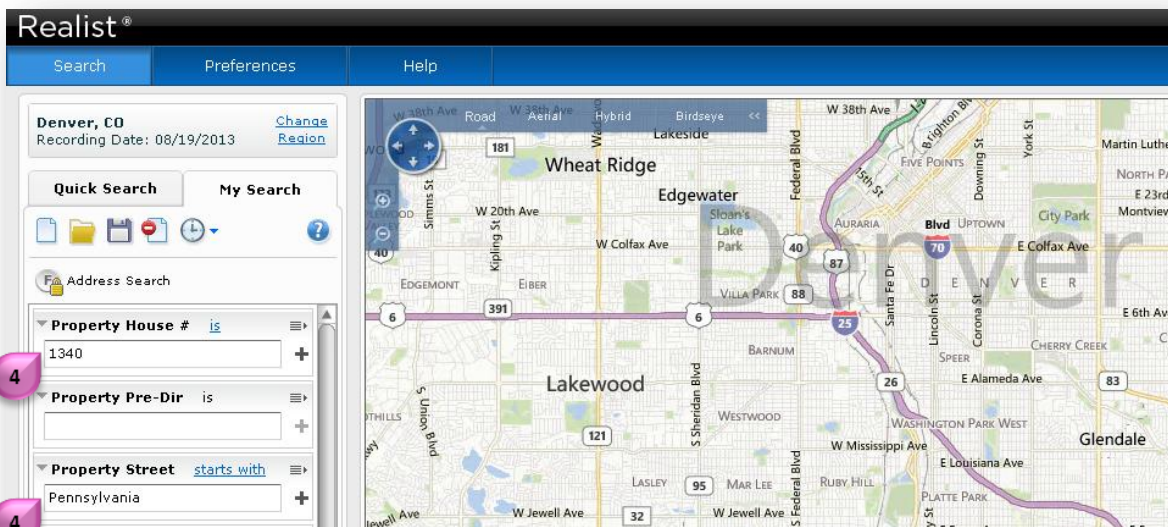
3

Note: Default counties are Adams, Arapahoe, Broomfield, Denver, Douglas and Jefferson.



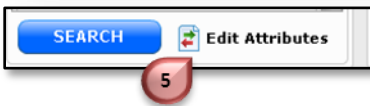
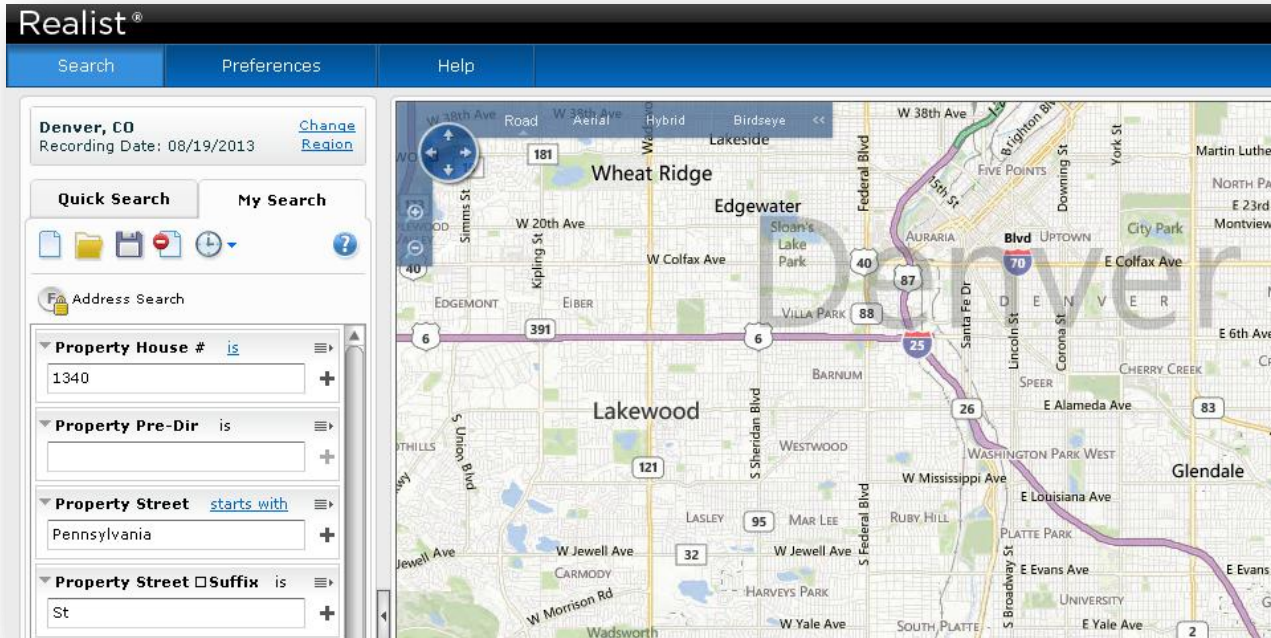
4 Enter search criteria

Note: Click “+” sign beside each field to add multiple choices.

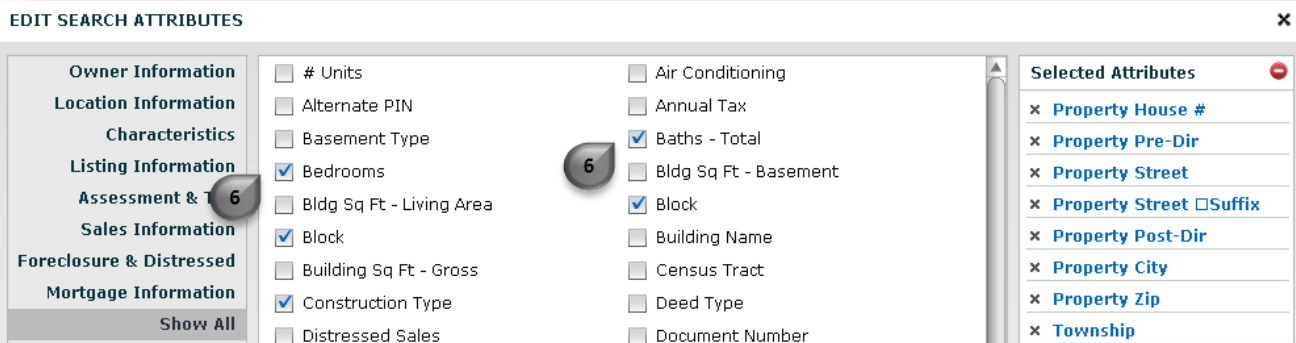


Save Searches in Realist

Click **5** “Edit Attributes” to add search fields

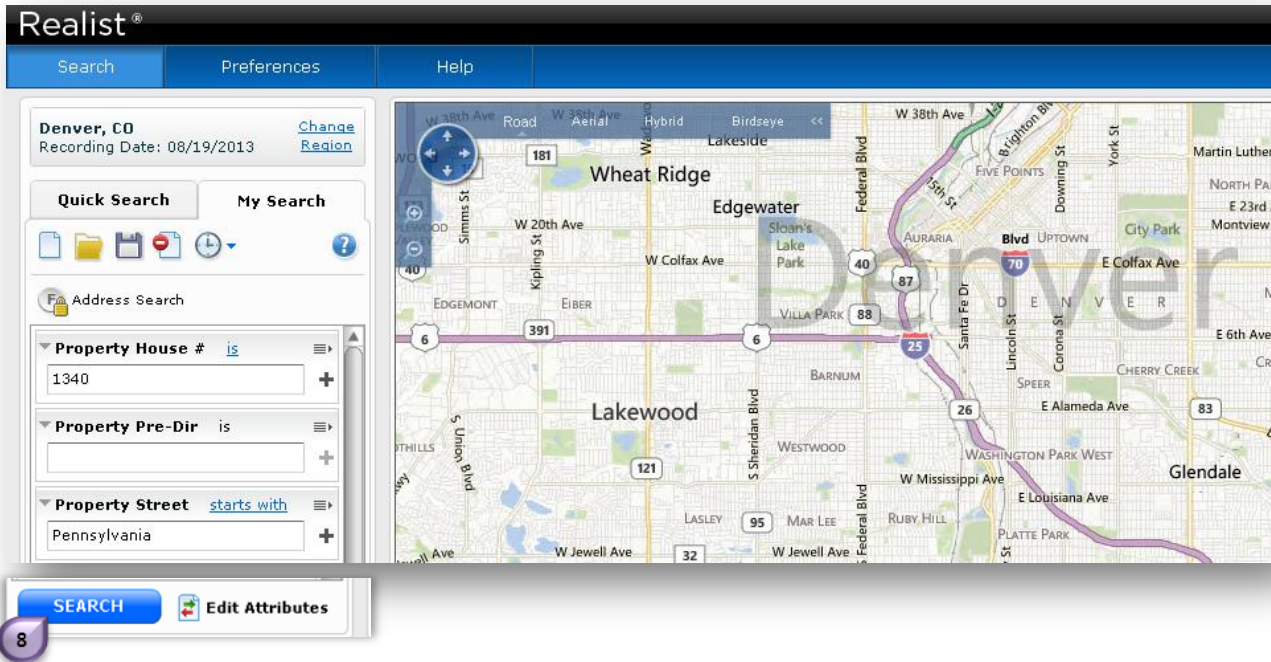


Select fields from **Edit Search Attributes** and click **7** “Apply”

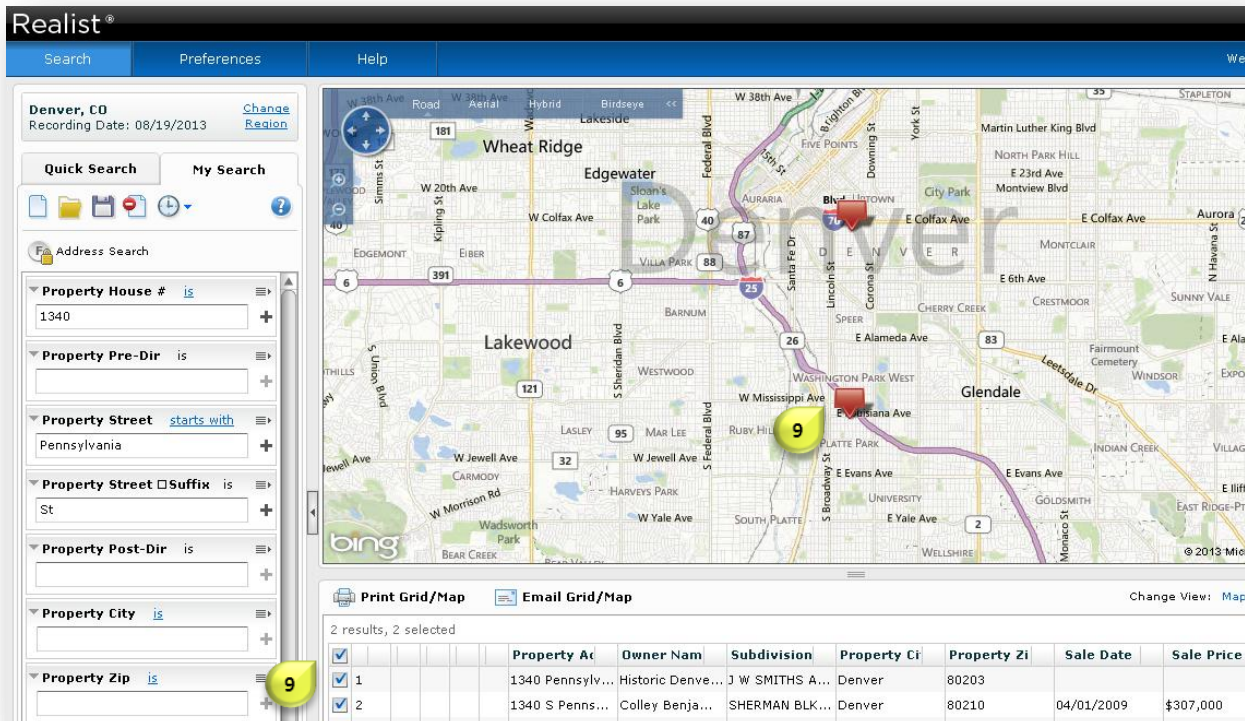


Save Searches in Realist

Click **8** "Search"



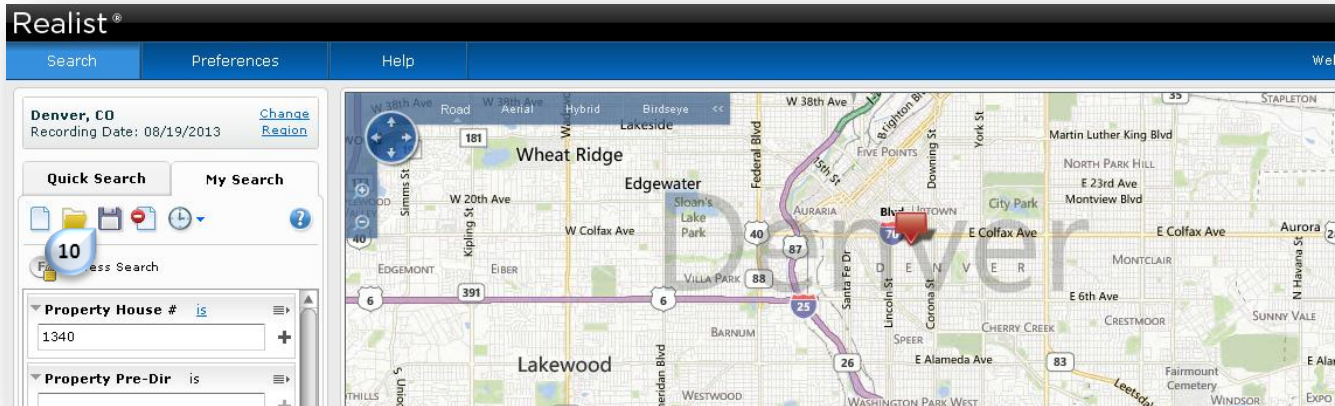
9 Search results display on map and in grid below



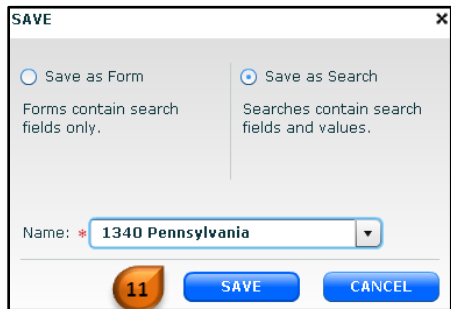
Save Searches in Realist

Save Realist Search:

Click  **“Save”** icon 



Enter a name for the search and click  **“Save”**



Note: Save as Form contains search fields only (no criteria)
Save as Search contains search fields and criteria

To open a saved search, click the **“Folder”** icon 

