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# **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.

| METROLIST Home Search              | Stats My Matring Realist Tax Deed Search    | n Finance Links Admin Help |
|------------------------------------|---|----------------------------|
|                                    | Sp ar! Click ? for examples                 |                            |
| News                               | 🤲 Market Watch                              | K Hot Sheets               |
| There are no active news postings. | New Listing (315)                           | Residential                |
| My Favorite Searches               | Price Increase (17)<br>Price Decrease (150) | Income<br>Cross Property   |
| You have no favorite searches.     | Under Contract (158)<br>Withdrawn (31)      | Recent Use Contacts        |
| Search                             | Sold (253)<br>Expired (13)                  | Brown, Molly               |
| My Listings                        | Residential 💌                               | 24 Hour 💌                  |
| You have no listing links.         |   | Customize My Carts         |
|                                    |   | Cart: Brown, Molly (1)     |

Click 2 "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

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

| Search Preference                       | es                             | Help   |                 |
|---|--------------------------------|--|-----------------|
| Denver, CO<br>Recording Date: 08/19/201 | <u>Change</u><br><u>Region</u> | Road Aerial Hybrid Birdseye << 66 a7<br>Granby Indian Peaks<br>Vinderness Stamile Nings                                  | ville           |
| Quick Search My Sea                     | rch                            | Hot sulphur Front Reservoir 52 Fort Lu   | pton 6          |
| 🗋 📄 💾 🐑 🕒 -                             | 0                              | Range         Boulder         7         Bright           Nederland         36         Lafayette         7         Bright | ton             |
| Fa Address Search                       |                                | Broomfield Northglen   | un cure         |
| Property House # is                     |                                | arans<br>ork<br>Arapaho National Forest<br>Central City<br>Arvada Commerce Cir   |                 |
|   | T                              | 40 Wheat Ridge Denver  | 287 70 Bennett  |
| Property Pre-Dir is                     | <br>+                          | Georgetown Lakewood Englewood  | bra             |
|   |                                | Silverthome Evergreen 285 Littleton Contempial   | erry Cleek Lake |
| Property Street starts with             |                                | Frisco Wilderness Chatfield Lake 470   |                 |
|   | +                              | Conifer 23   | Parker          |
| Property Street □Suffix is              |                                | Breckenridge   | 1               |
|   | +                              | Range Kenosha Pine   |                 |
|   | -                              | Jefferson Castle Ro  | ck 86 Kiowa     |
| Property Post-Dir is                    | _ <b>≡</b> ≻                   | z UD   |                 |

#### Enter search criteria

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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"





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### **Save Searches in Realist**

Click (3) "Search"



Search results display on map and in grid below

| Realist®                        |                               |                       |  |                             |  |                   |
|---------------------------------|-------------------------------|-----------------------|--|-----------------------------|--|-------------------|
| Search                          | Preferences                   | Help                  |  |                             |  | We                |
| Denver, CO<br>Recording Date: 0 | 8/19/2013 Change<br>Region    | VO                    | Renal <sup>44</sup> Hybrid Birdseye <<<br><u>Lakeside</u> g<br>Wheat Ridge | W 38th Ave                  | Martin Luther King Blvd                        | STAPLETON         |
| Quick Search                    | My Search                     | € W 20th Ave          | Edgewater  | Downi                       | NORTH PARK HILL<br>E 23rd Ave<br>Monthiew Rivd |                   |
| 🗋 🦢 💾 🐔                         | ]⊕•                           |                       | W Colfax Ave Park 40   | Auraria Bita Lintown        | Ifax Ave                                       | Ifax Ave Aurora   |
| Address Searc                   | h                             |                       | ER VIIIA PARK 88   |                             | R Montclair                                    | Havana            |
| Property Hous                   | e # <u>is</u> ⇒               | 6 391                 | 6 BARNIM   | Corona Lincoln              | E 6th Ave<br>CRESTMOOR                         | SUNNY VALE        |
|                                 | T                             |                       | Lakewood   | 26 SPEER<br>E Alameda Ave   | 83 Fai   | EAL               |
| Property Pre-                   | +                             |                       | 121 WESTWOOD   | WASHINGTON PARK WEST        | Glendale Ce                                    | WINDSOR EXPO      |
| • Property Stree                | et <u>starts with</u> ≡►<br>+ |                       | LASLEY 95 MAR LEE  | RUBY HIL 9 PLATTE PARK      |  | DIAN CREEK VILLAU |
| · Property Stree                | et⊡Suffix is ≣⊧               | lewell Ave W Je       | WODY   | र्मे हे E Evans Ave         | E Evans Ave                                    | EIII              |
| St                              | +                             | N Morris              | Wadsworth WYale Ave  | SOUTH, PLATTE - 9 E Yale Av | re 2 GÖLDSMITH                                 | EAST RIDGE-P      |
| • Property Post                 | Dir is ≣►                     | BEAR C                | Park<br>REEK ProvVivior  | /// *                       | /ELISHIRE                                      | © 2013 Mic        |
|                                 | +                             | 🖨 Print Grid/Map      | 🔜 Email Grid/Map   |                             |  | Change View: Map  |
| * Property City                 | <u>is</u> =><br>+             | 2 results, 2 selected | Di 125 55 274 1285 2825 54   |                             | 125 53 5500 E 28908 53                         |                   |
| * Property Zin                  | is <b>a</b>                   |                       | 1340 Reportly Historic Denve   | Subdivision Property Ci     | Property Zi Sale I                             | Date Sale Price   |
|                                 | 9                             | 2                     | 1340 S Penns Colley Benja  | SHERMAN BLK Denver          | 80210 04/01/2                                  | 009 \$307.000     |

## **Save Searches in Realist**

**Save Realist Search:** 





Enter a name for the search and click **11 "Save"** 

| SAVE  | ×   |
|---|---|
| <ul> <li>Save as Form</li> <li>Forms contain search<br/>fields only.</li> </ul> | • Save as Search<br>Searches contain search<br>fields and values. |
| Name: * 1340 Pennsylvar   | nia v<br>AVE CANCEL   |

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

