

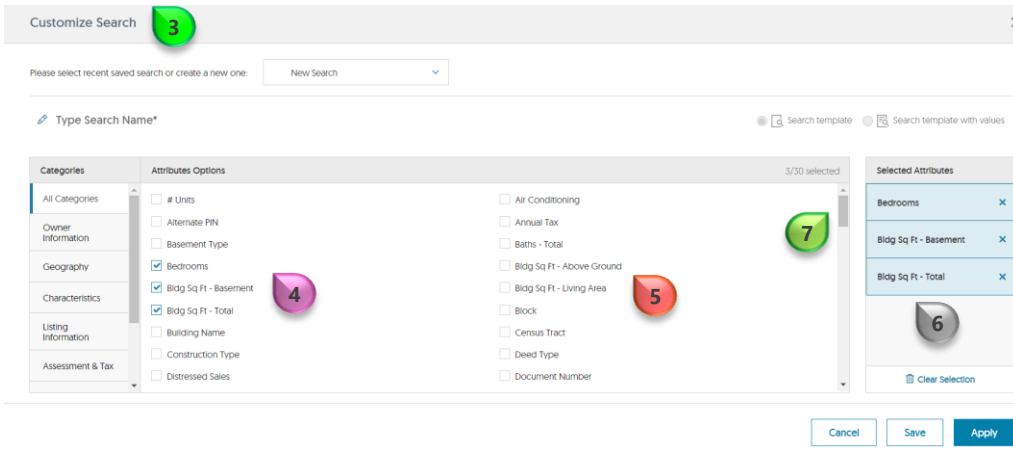
# Add Search Fields to a My Search Form for One Time Use


“My Search” allows one to temporarily add and leverage search fields

Click “My Search” 

Click “Customize Search” 

A Customize Search screen will present 







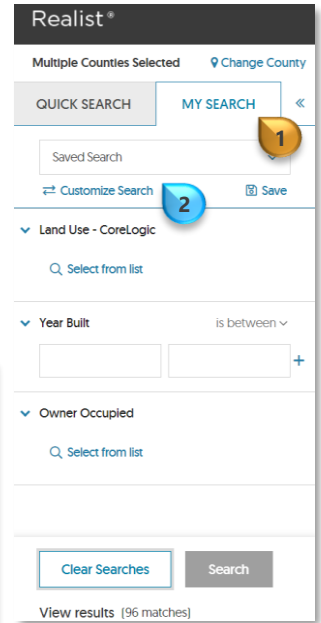
Customize Search 

Please select recent saved search or create a new one:

Type Search Name\*   Search template  Search template with values

Categories	Attributes Options	3/30 selected	Selected Attributes
All Categories	<input type="checkbox"/> # Units	<input type="checkbox"/> Air Conditioning	Bedrooms
Owner Information	<input type="checkbox"/> Alternate PIN	<input type="checkbox"/> Annual Tax	Blgd Sq Ft - Basement
	<input type="checkbox"/> Basement Type	<input type="checkbox"/> Baths - Total	Blgd Sq Ft - Total
Geography	<input checked="" type="checkbox"/> Bedrooms	<input type="checkbox"/> Blgd Sq Ft - Above Ground	
Characteristics	<input checked="" type="checkbox"/> Blgd Sq Ft - Basement	<input type="checkbox"/> Blgd Sq Ft - Living Area	
	<input checked="" type="checkbox"/> Blgd Sq Ft - Total	<input type="checkbox"/> Block	
Listing Information	<input type="checkbox"/> Building Name	<input type="checkbox"/> Census Tract	
Assessment & Tax	<input type="checkbox"/> Construction Type	<input type="checkbox"/> Deed Type	
	<input type="checkbox"/> Distressed Sales	<input type="checkbox"/> Document Number	


   




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Multiple Counties Selected [Change County](#)

QUICK SEARCH MY SEARCH <

Saved Search 



Land Use - CoreLogic


Select from list

Year Built is between

Owner Occupied

Select from list

View results (96 matches)

Place a *checkmark* in the *checkbox* next to the search fields to be made available 

Remove *checkmarks* to hide attributes from view 

**Note:** Selected *attributes* will present in the panel to the right. These search fields will present 

**Note:** Use the *scroll bar* to reveal additional fields 

Click “Apply”  and leverage the selected fields to conduct a search

**Note:** To save these changes for future use: Please see *How to Generate a Custom My Search Form for Future Use*