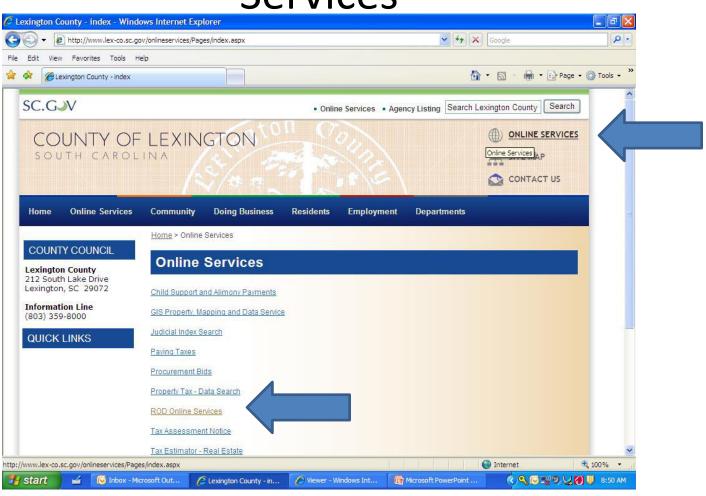
## LEXINGTON COUNTY ON LINE SERVICES

How to maneuver the website

## Lexington County Home Page www.lex-co.sc.gov



# To search the Register of Deeds site click on ON LINE SERVICES then ROD Online Services

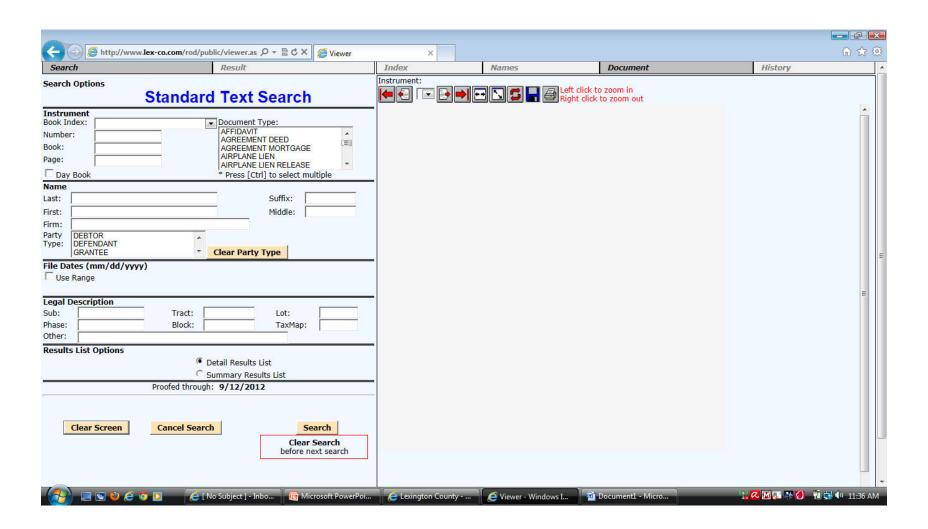


## Be sure to read and Accept the Disclaimer





## **ROD Search page**



## There are many ways to search

- By book and page (if you know it)
- By name Individual name or Firm name
- Legal description

# A <u>name</u> search is the most common way to search records

Enter the last name in the "Last:" field

Enter the first name in the "First:" field

Enter a Firm or Corporation name in the "Firm:" field

## Helpful Hints

- See our Indexing Rules for help in searching names
- Less is more! Don't use the middle name or suffix fields unless you get too many results
- Use a % as a "wild card" if you are not sure how a name is spelled. For example, if you are not sure if **Diane** is spelled with one "n" or two, simply enter **DIAN%E** and your results will contain both spellings

## Filter your search

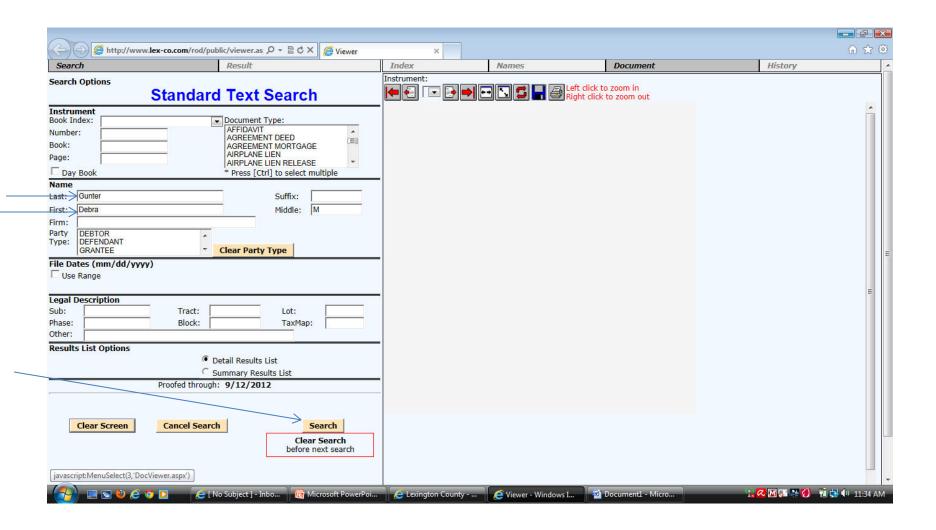
Use filters to reduce the number of "hits" in a search

- Document type Deed/Mortgage
- Date range 01/01/2005-12/31/2009
- Party type Grantor/Grantee/Mortgagor

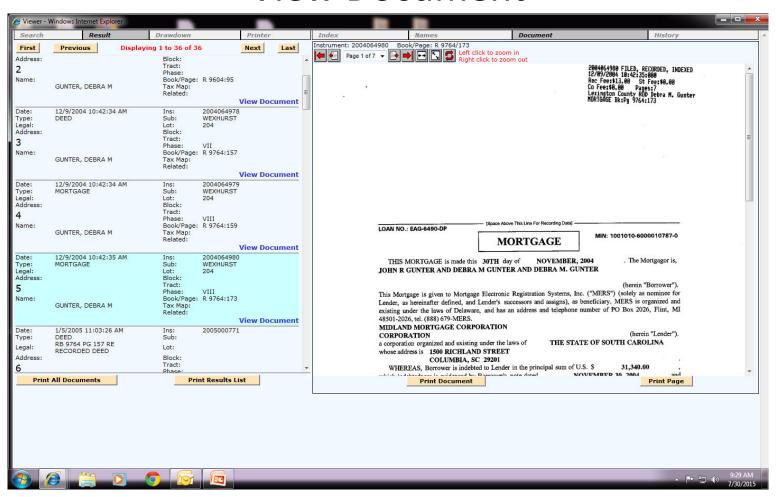
#### Search

 Once you have entered all of your search criteria, hit "Search" at the bottom of your screen or hit "Enter" on your keyboard

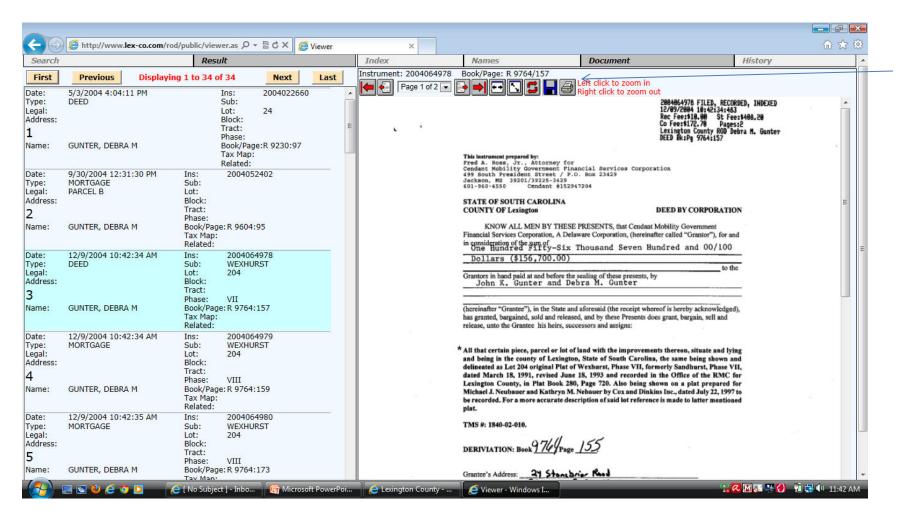
### Enter criteria and search



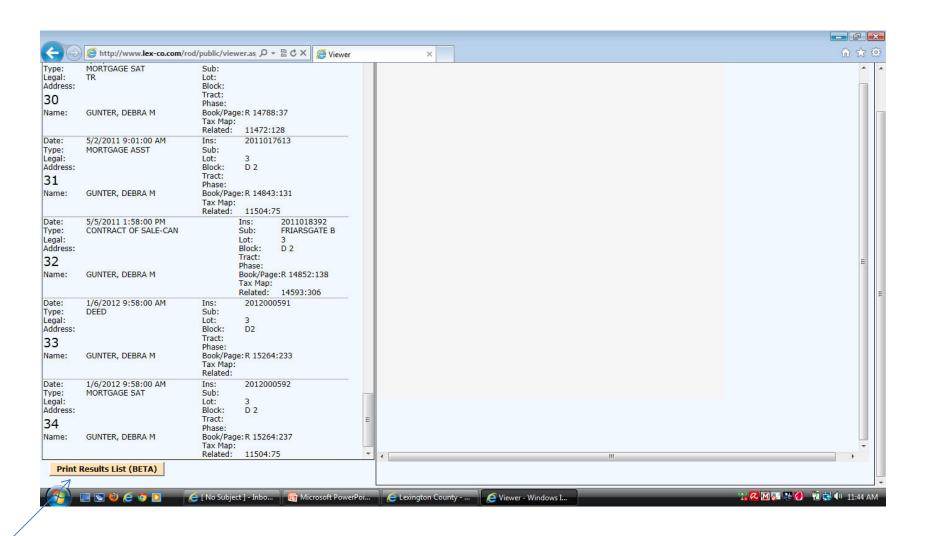
# Your result list will look like this once you choose a document and click on "View Document"



# You may print any document you wish. Note the "Print" icon.



## A new feature of our service is the ability to print the results list.



### We are Happy to Help

If you don't find what you are looking for, please contact our office and we will be happy to help.

You can email any of the following:

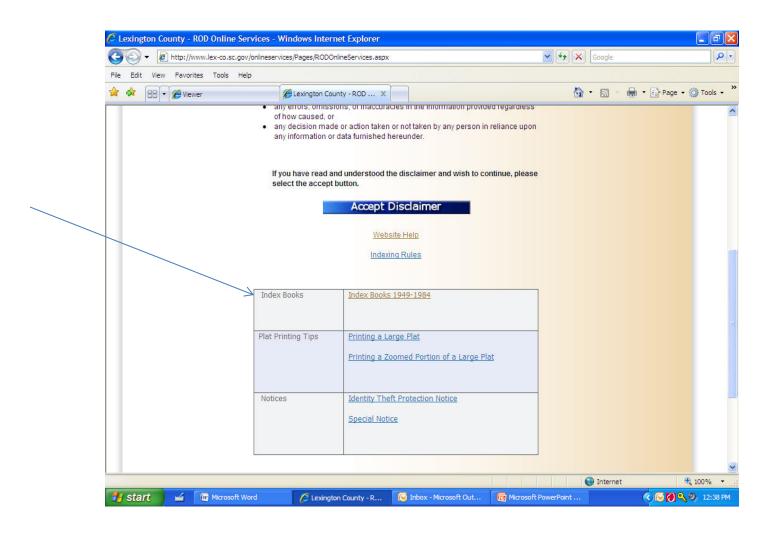
sstone@lex-co.com

hrooney@lex-co.com

dgunter@lex-co.com

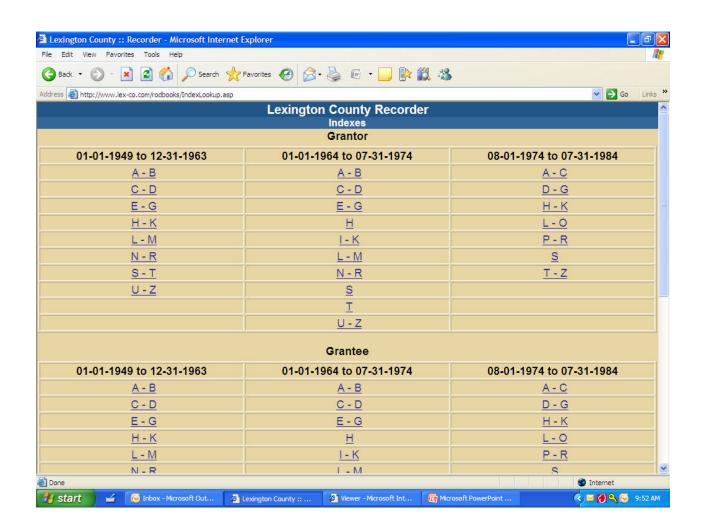
Or call 803-785-8168, 8404 or 8307

## Index Books from 1949 through 7/31/1984 are scanned and available to view Grantor – Grantee – Mortgagor

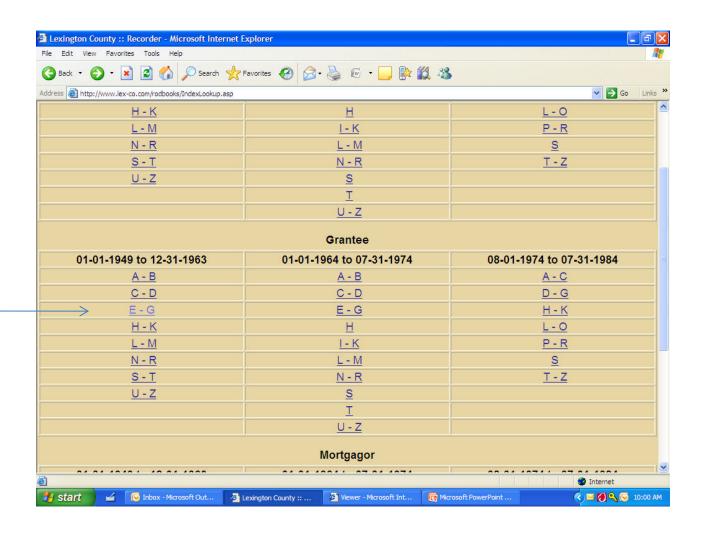


The index books are divided out just like they are in the actual paper books

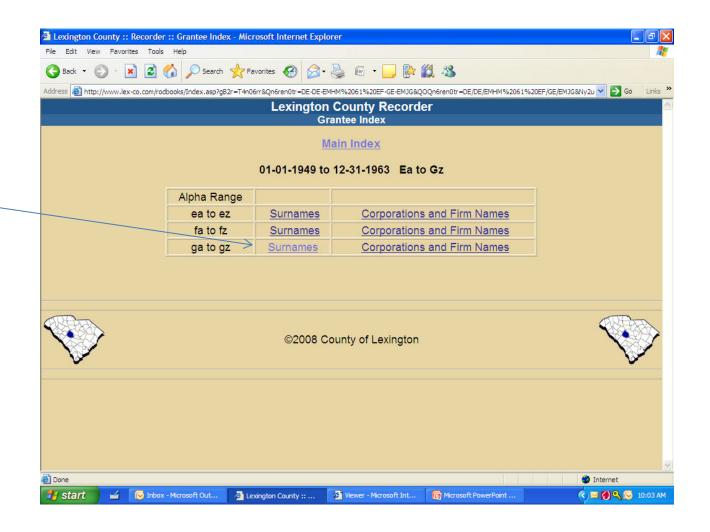
Scroll down for Mortgagor



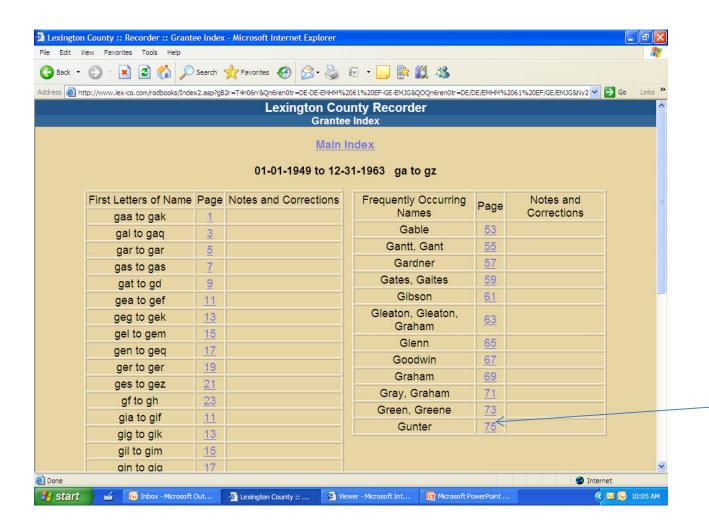
#### Search for <u>Gunter</u> as a <u>Grantee</u> from <u>49-63</u>



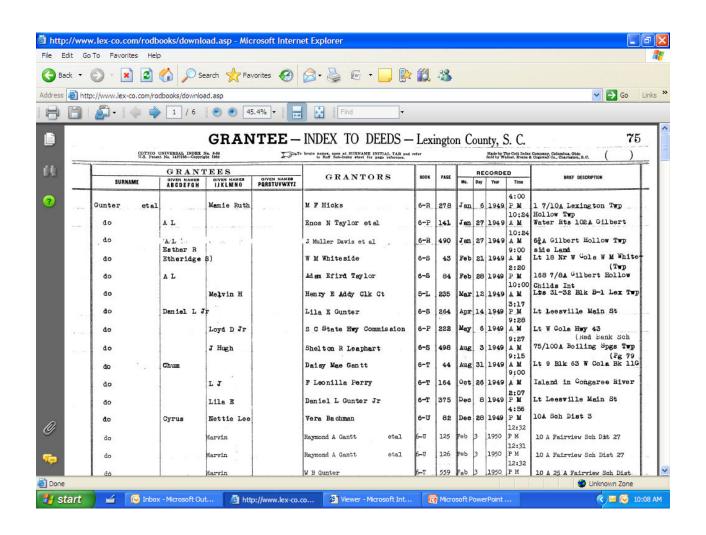
#### Gunter – choose ga-gz under Surnames



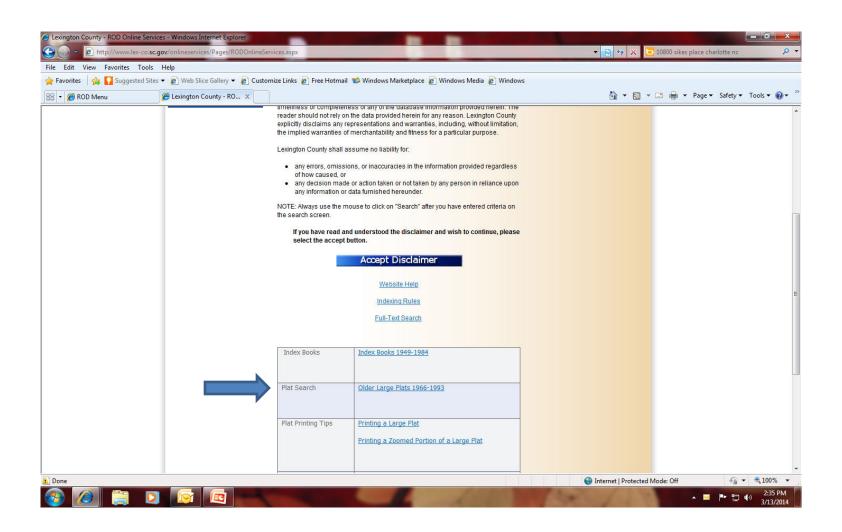
Look for your name "Gunter" under Frequently Occurring Names first If you don't find it, scroll down till you find the right letter group



Once you have the scanned pages up, you can scoll through just like flipping pages of a book



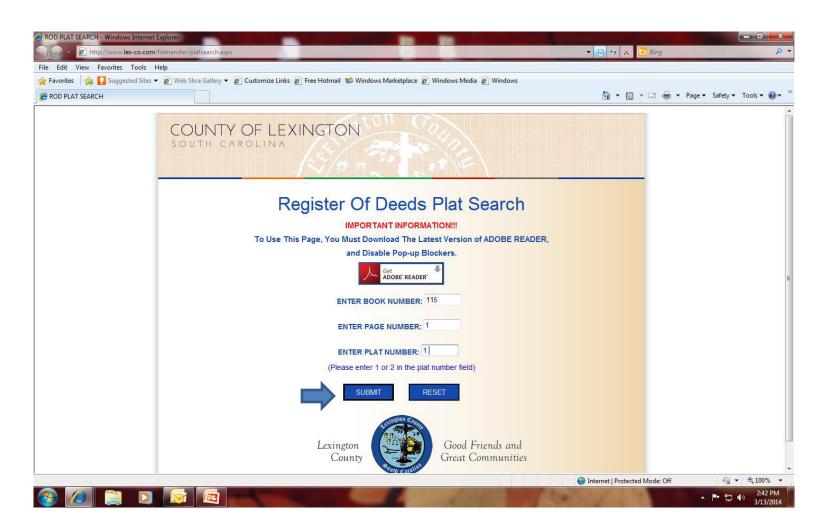
## We have images of older plats available online. These are large plats dated from 1966 to 1993.



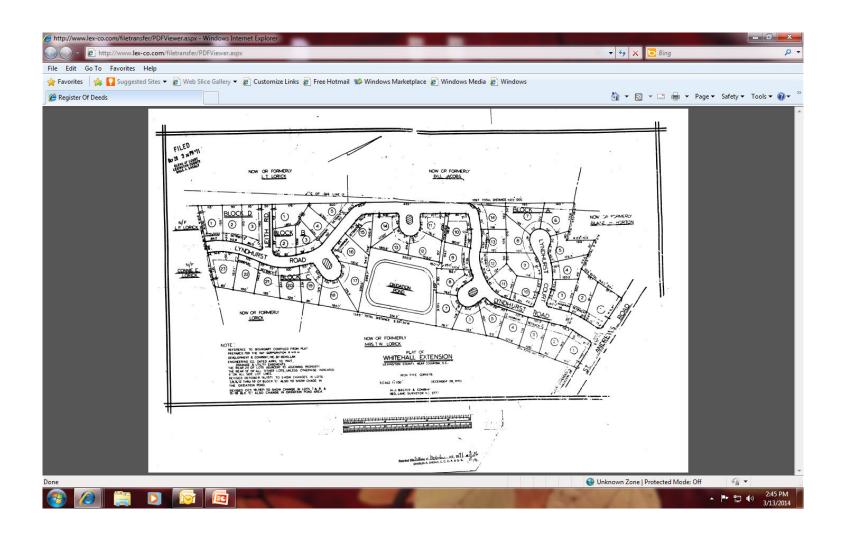
Enter book number, page number and plat number. The plat number will be either 1 or 2. Don't use the letter G



## Once you have entered the book number, page number and plat number, click on SUBMIT



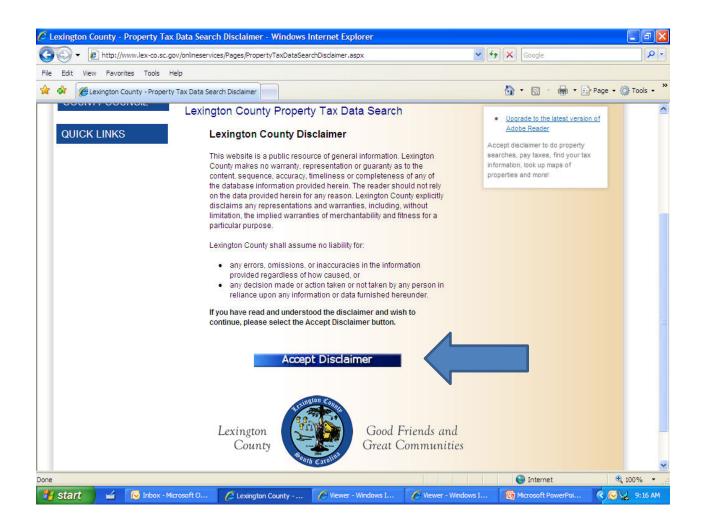
#### Your plat will then be ready to view, zoom in or print



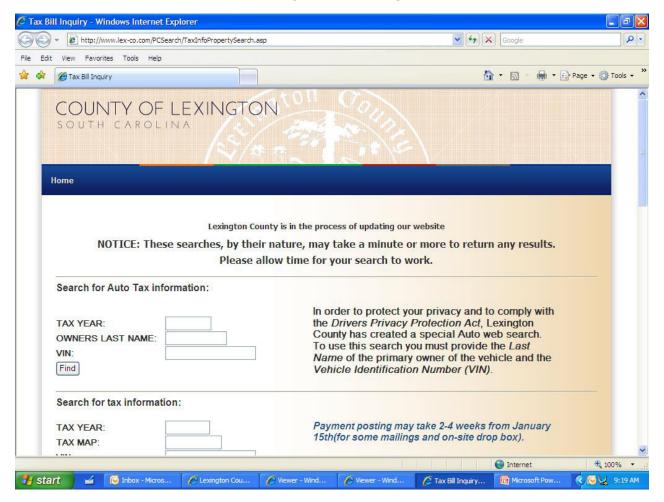
# Assessor's Records Click on "ON LINE SERVICES" then Property Tax Data Search



### Accept the Disclaimer



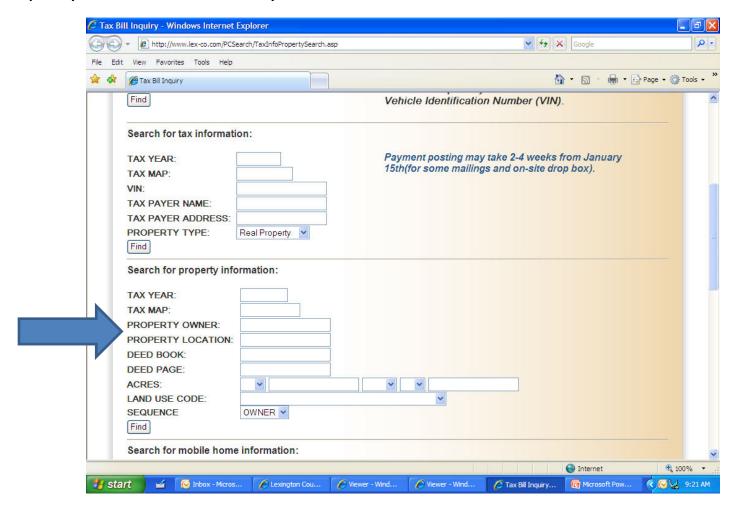
## You will need to scroll down to find Search for Property Information



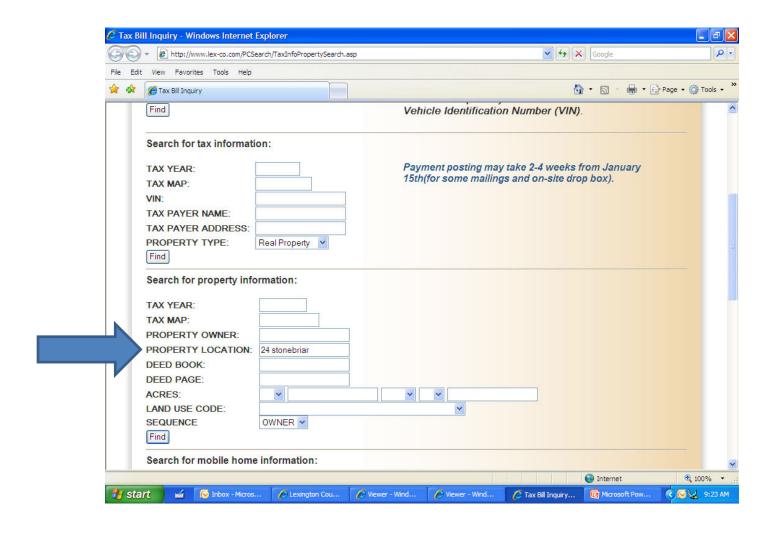
## There are several ways to search

Property Owner- last name, first name

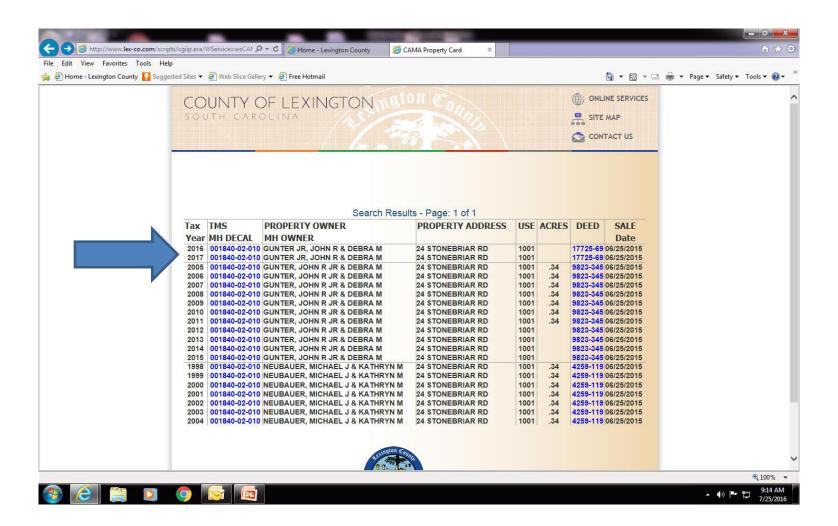
Property Location- address; you can use the street name without the street number



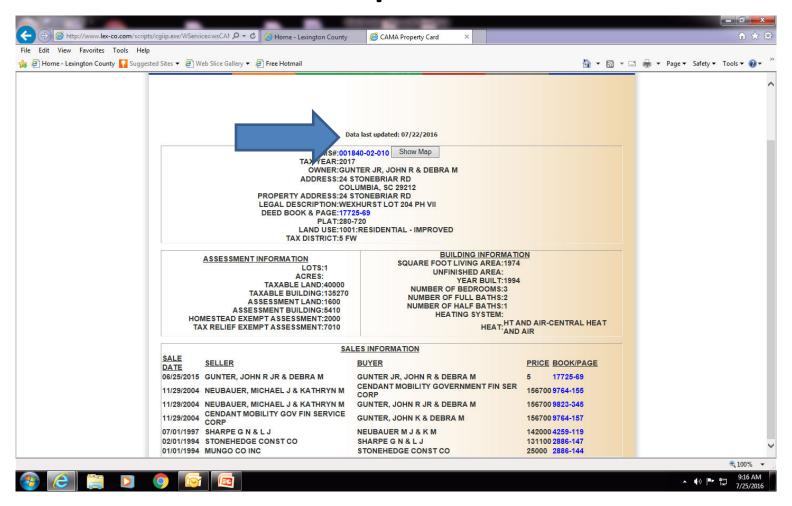
## Don't use Street/Road, etc.



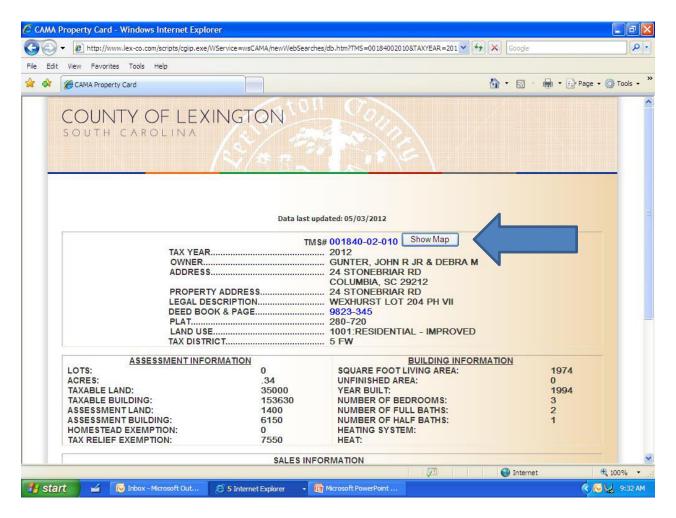
Click on the TMS to bring up the property card; 2017 is best for now; if you click on the book and page it will take you to the ROD side but you will not be able to search further on that side. You will have to toggle between the two sites.



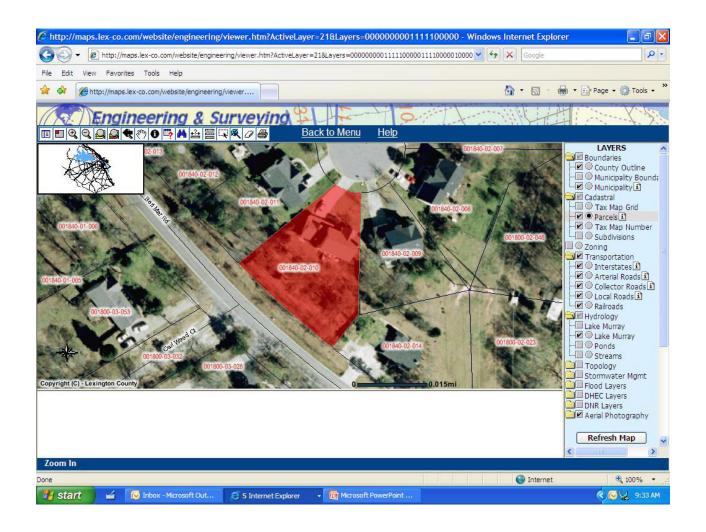
# Property Card Note the Data Update information



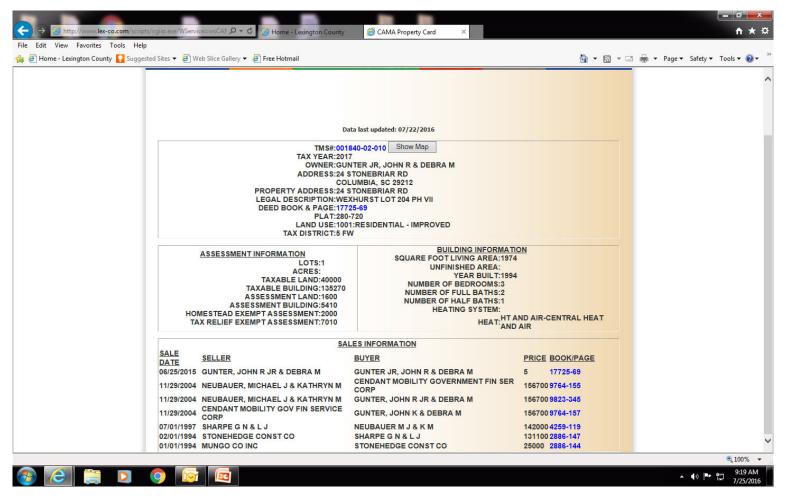
# Click on Show Map to get an overview of the area



### GIS Map



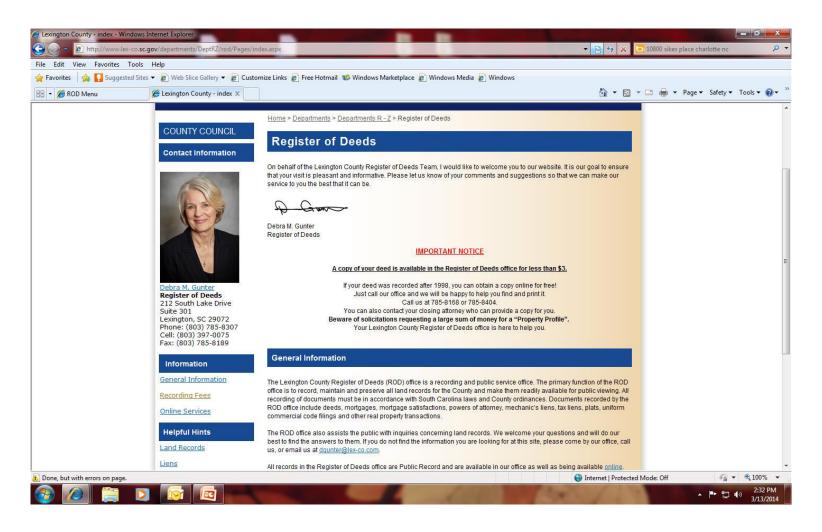
# Chain of Title bottom of property card



# To get further information for the Register of Deeds Department click on Departments then click R-Z then Register of Deeds



## On this page you will find contact information Recording Fees and other helpful links



## Other helpful links available

