**Owner Search**

Use this search option to locate properties with a known owner name.

1. Type the **Last Name First Name** or a part of into the Search by Owner box.
2. Do not use single or double quotes in your input. Instead of **O'Neil** you should key in **ONeil**.
3. Be as specific as you can to improve the possibility of finding the property you are searching for.
4. If an exact match is not found, up to 2500 search results may be returned.
5. Use the * as a wild card to match any string of characters, for example:

<table>
<thead>
<tr>
<th>Type</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smith</td>
<td>Smith</td>
</tr>
<tr>
<td>Frank*</td>
<td>Frank, Franklin, Franken, Frankel, etc.</td>
</tr>
<tr>
<td>B<em>o</em>ski</td>
<td>Bojarski, Bronowski, Bukowski, etc.</td>
</tr>
</tbody>
</table>

Ownership example with partial name:
• Address Search

Use this search option to locate properties using a street number, name or direction.

1. For better results, do not include a street suffix.
2. Be as specific as you can to improve the possibility of finding the property you are searching for.
3. If an exact match is not found, up to 2500 search results may be returned.
4. Use the * as a wild card to match any string of characters (when unsure of spelling or to return all results on a particular street). A wild card is assumed at the end on any string of characters. For Example:

<table>
<thead>
<tr>
<th>Type</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>373 S High St</td>
<td>373 S High St</td>
</tr>
<tr>
<td>*High</td>
<td>All addresses on a street ex. North and South with the name High:</td>
</tr>
<tr>
<td>S* High St</td>
<td>All addresses on South High St</td>
</tr>
</tbody>
</table>

### Address example with partial street name:

<table>
<thead>
<tr>
<th>Search by Address</th>
<th>Street No</th>
<th>Direction</th>
<th>Street Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>BAR*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Options</th>
<th>Sort by:</th>
<th>Parcel ID</th>
<th>Ascending</th>
<th>Result</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parcel ID</th>
<th>Address</th>
<th>Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>010-00563-00</td>
<td>140 BARTMAN AV</td>
<td>DONNS JOHN LIN</td>
</tr>
<tr>
<td>010-00758-00</td>
<td>284 E BARTMAN AV</td>
<td>FITZPATRICK HOWARD K</td>
</tr>
<tr>
<td>010-00934-00</td>
<td>263 E BARTMAN AV</td>
<td>BYRD CAROLYN J</td>
</tr>
<tr>
<td>010-01963-00</td>
<td>60-62 E BARTMAN AV</td>
<td>BAAWINE NENTO YURI</td>
</tr>
<tr>
<td>010-01965-00</td>
<td>76-70 BARTMAN AV</td>
<td>REED GERALDINE D</td>
</tr>
<tr>
<td>010-01987-00</td>
<td>86 BARTMAN DR</td>
<td>SOUTHERN GATEWAY HOMES</td>
</tr>
<tr>
<td>010-01988-00</td>
<td>50 BARTMAN AV</td>
<td>TEASLEY ALICE L</td>
</tr>
<tr>
<td>010-01996-00</td>
<td>143 E BARTMAN AV</td>
<td>BURNS ROBERT L</td>
</tr>
<tr>
<td>010-02900-00</td>
<td>1500 BARNETT RD</td>
<td>BARNETT ROAD</td>
</tr>
<tr>
<td>010-03630-00</td>
<td>950 BARNETT RD</td>
<td>PANARELIO JOSEPHINE</td>
</tr>
<tr>
<td>010-03947-00</td>
<td>238 E BARTMAN AV</td>
<td>FORD PRESTON D</td>
</tr>
<tr>
<td>010-04153-00</td>
<td>1500 BARNETT RD</td>
<td>BARNETT ROAD</td>
</tr>
<tr>
<td>010-04969-00</td>
<td>30 BARTMAN AV</td>
<td>GORICA SHEZAI</td>
</tr>
<tr>
<td>010-06800-00</td>
<td>BARTMAN AV</td>
<td>CITY OF COLUMBUS OHIO</td>
</tr>
<tr>
<td>010-06815-00</td>
<td>309 BARTMAN AV</td>
<td>CLAIR METHODIST CHURCH</td>
</tr>
<tr>
<td>010-06816-00</td>
<td>313-315 BARTMAN AV</td>
<td>CLAIR UNITED METHODIST</td>
</tr>
<tr>
<td>010-06827-00</td>
<td>235 BARTMAN AV</td>
<td>CLAIR METHODIST CHURCH</td>
</tr>
<tr>
<td>010-07106-00</td>
<td>BARTMAN AV</td>
<td>HERRMANN EDWARD J BISHOP</td>
</tr>
<tr>
<td>010-07262-00</td>
<td>BARTMAN AV</td>
<td>HERRMANN EDWARD J BISHOP</td>
</tr>
<tr>
<td>010-07264-00</td>
<td>270 E BARTMAN AV</td>
<td>FITZPATRICK HOWARD &amp; ALKA</td>
</tr>
</tbody>
</table>
FRANKLIN COUNTY AUDITOR’S OFFICE
How To Perform a Basic Search

• Parcel Number Search

Use this option if you know the property’s unique parcel identification number.

1. Type the Parcel ID into the search box. All parcel id’s are 10 characters long. Dashes may be included.
2. Use the * as a wild card to find a group of parcels.

Type | Results
--- | ---
010-000266 | 10 total characters, no spaces.
010287* | All parcels within Tax District 010 that begin with 287
010-266 | All parcels within Tax District 010 that end with 266

Parcel ID example:

<table>
<thead>
<tr>
<th>Parcel ID</th>
<th>Address</th>
<th>Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>01000198700</td>
<td>BARTMAN DR</td>
<td>SOUTHERN GATEWAY HOMES</td>
</tr>
<tr>
<td>01000398700</td>
<td>-292 HUDSON ST</td>
<td>MCBRIDE LAWRENCE</td>
</tr>
<tr>
<td>01000498700</td>
<td>-450 N GARFIELD AV</td>
<td>PLEINESS RALPH A</td>
</tr>
<tr>
<td>01000598700</td>
<td>E N BROADWAY</td>
<td>HAYTON LINDELL T OD</td>
</tr>
<tr>
<td>01000698700</td>
<td>COMO AV</td>
<td>FLESCH DANIEL J</td>
</tr>
<tr>
<td>01000798700</td>
<td>E FOURTEENTH AV</td>
<td>ALFA PROPERTIES</td>
</tr>
<tr>
<td>01000898700</td>
<td>MT VERNON AV</td>
<td>RAWAHNEH AHMAD</td>
</tr>
<tr>
<td>01000998700</td>
<td>N FOURTH ST</td>
<td>HUTCHINSON RONALD C</td>
</tr>
<tr>
<td>010009987100</td>
<td>-752 PARK ST</td>
<td>750-752 PARK HOLDINGS LLC</td>
</tr>
<tr>
<td>010009987200</td>
<td>E BLAKE AV</td>
<td>PRICE DOUGLAS K</td>
</tr>
<tr>
<td>010009987300</td>
<td>COLE ST</td>
<td>TUCKER GLORIA A</td>
</tr>
<tr>
<td>010009987400</td>
<td>MELROSE AV</td>
<td>INGLE DENNIS W JR</td>
</tr>
<tr>
<td>010009987500</td>
<td>MILLER AV</td>
<td>PEARSON GREGORY C</td>
</tr>
<tr>
<td>010009987600</td>
<td>S OHIO AV</td>
<td>SEANCY ELLIS</td>
</tr>
<tr>
<td>010009987700</td>
<td>PARK AV</td>
<td>WORD CHURCH OF GOD IN</td>
</tr>
<tr>
<td>010009987800</td>
<td>KIMBALL PL</td>
<td>HOLT GARY J</td>
</tr>
<tr>
<td>010009987900</td>
<td>WHITETHORNE AV</td>
<td>FRIZELL HATTIE M</td>
</tr>
<tr>
<td>010009987100</td>
<td>LEEFFLER AV</td>
<td>CITY OF COLUMBUS OHIO</td>
</tr>
</tbody>
</table>
Advanced Search

Use this option to perform searches with multiple criteria (at least one criterion must be selected).

1. In the Criteria drop-down box, select the desired criteria you want to search on.
2. Once selected, a field(s) will appear below based on what you have chosen. You can enter your wording, dates, numbers, etc. Then click the Add button.
3. The criteria will appear in the Current Search Criteria box to the right.
4. Select another criteria item, enter a value and repeat until you have entered what you need to build a multi-criteria search.
5. Verify whether you entered the information correctly. If not, select the item in the Current search criteria box that you need to change, then click the Edit button to make your corrections. You MUST click on the Add button again to make the change effective.
6. If needed, use the Remove button to delete criteria.
7. For multiple criteria search, enter values separated by a comma and without spaces (zip code enter: 43215, 43205, 43219).
Advanced example with multiple zip codes:
1. Select Total Finished Sq. Ft., enter 1500 into the To field and 2000 into the From field. Click Add
2. Select Year Built, enter From & To years (2000 - 2005). Click Add
3. Select Zip Code, enter zip codes followed by commas without spaces. For example: 43215, 43205

Multiple zip codes Results:
This search produces a list of all parcels that are within the entered zip code(s), have a year built between 2000 & 2005 and have square feet of 1500 to 2000. This will include all residential and commercial parcels.

If you do not select “Style” or “Land Use Code” to narrow your search to a specific type of property, like residential or commercial, all other criteria will be generic to land or building use.

“Style” – Lists specific types of buildings within the selected category of commercial or residential.
“Land Use Code” – Lists the predominate use of the property. Property may be a mixed use.
How To Perform an Advanced Search

Advanced example for Residential Sales:

1. In the **Group** drop-down, select **Residential**.
2. In the **Criteria** drop-down, select **Sales Date**. Enter From & To dates (01/01/2015 – 01/01/2016). Click **Add**.
3. In the **Criteria** drop-down, select **Total Finished Sq. Ft.** Enter From & To square feet (1500 – 2000). Click **Add**.
4. Click **Search**

**Residential Sales search Results:**
This search produces a list of parcels that have residential buildings with a sale date between 01/01/2015 & 01/01/2016 and have square feet of 1500 to 2000.

To refine this search further for Residential, you can also select the criteria **Style** and select a specific type of residential building: **Conventional**, **Bi-Level** or **Mid-Level**.

If you do not select “**Style**” or “**Land Use Code**” to narrow your search to a specific type of property, like residential or commercial, all other criteria will be generic to property or building use.

“**Style**” – Lists specific types of buildings within the selected category of commercial or residential.

“**Land Use Code**” – Lists the predominate use of the property. Property may be a mixed use.

**Please note:** The instructions would be the same for **Commercial Sales**
Advanced example for Year Built:
1. Select Year Built, enter From & To (2015-2016).
2. Select Sale Date, enter From & To dates (01/01/2015 – 01/01/2016).

Year Built search Results:
This search produces a list of parcels that have been built between 2015 & 2016, with sales dates between 01/01/2015 & 01/01/2016. This will include all residential and commercial parcels.
MAP SEARCH

Use any of these search options to locate properties with a known location or Parcel ID.

**Intersection Search:** Allows user to enter two street names where an intersection is known. This method is useful in locating a property when the general location is known, but not the address, owner name or Parcel ID.

<table>
<thead>
<tr>
<th>Type</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>Broad &amp; 3rd Columbus OH</td>
<td>Broad St &amp; Third St Columbus</td>
</tr>
<tr>
<td>E Broad and S Fourth St. 43215</td>
<td>E Broad St and South Fourth St. 43215</td>
</tr>
<tr>
<td>North High at Dublin Granville Worthington</td>
<td>North High St at Dublin Granville Rd. Worthington</td>
</tr>
</tbody>
</table>

**Intersection Search:**
1. Enter two street names where an intersection is known. (High & Mound)
2. Must enter the City (Columbus) or the Zip Code.
3. The user can navigate to a nearby property.
4. Use the Identify Tool to find information on specific properties.

**Note:** This search can be performed from the search menu as well.
Freehand Select:

1. **Freehand Select**: Allows user to draw a shape around a group of properties to include in a list.

2. Select one of five options: freehand, point, box, polygon, or line. **Freehand** allows the user to draw a line across the parcels you want to select. **Point** allows the user to click each property to select. **Box** allows the user to draw a box around the parcels intended to select. Click and hold to start and let go to finish. **Polygon** allows the user to select parcels within a unique shape. **Line** allows the user to select parcels along a designated line.

3. Each parcel will be highlighted and added to the selection list.

4. The selection list allows the user to view data about each parcel or create reports.
• View search results in Excel or PDF formats.

View search results into an Excel (CSV) or PDF format depending on the chosen report, please follow these steps:

1. Perform a desired search.
2. Select the records that are to be exported either one by one (click box next to Parcel ID) or by using the options in the Selection Manager (to the right of the Results grid).
4. Click Open when prompted.

The Reports will display in the following format:

- **Proximity Report** – CSV (Excel)
- **Map Report** – PDF
- **Parcel Summary** – PDF
- **Parcel Detail** - PDF
• Saving Searches

Advanced Searches ~
Returning users may wish to save their search criteria for future use.

1. Create your search criteria selections using the “Advanced Search” instructions.
2. Click the Save/Load button and a dialog box will appear.
3. Enter a Name for your personal criteria search
4. Click Save. The personal criteria search is saved, provided you have cookies enabled (for details about enabling cookies, please consult your browser documentation).
5. The criteria will appear in the Current Search Criteria box on the “Advanced Search” page.

• Loading Saved Searches

Advanced Searches ~
To open a saved search, follow these steps:

1. Click the Save/Load button on the “Advanced Search” page and a dialog box will appear.
2. In the Saved Searches box, click the drop-down arrow and select the saved search you want to use.
3. Click Load. The stored criteria and values will display in the Current Search Criteria box.
4. Click Search to generate a list of results.
**Copy/Edit Saved Searches**

You can create multiple saved searches that have slightly different values by copying an existing search.

1. Load a saved search per the instructions in "Loading Saved Searches."
2. **Add, edit and/or delete** the criteria to make necessary modification(s) to meet your needs. Remember to use the appropriate buttons and check your criteria in the Current Search Criteria box on the right.
3. Click **Save/Load**. In the dialog box, save the new search with a different name than the original saved search.
FRANKLIN COUNTY AUDITOR’S OFFICE
How To View Property Details

- **Navigating Search Results**

Your search results may include one, five, ten or hundreds of property records. Before you open a property record to review it in detail, you can optionally navigate to one that is of interest to you in the results list, then select and view it first. This can save you considerable time if your search results are large. In addition, after viewing record details, you can return to this list at any time to select another record. To view record details you have several options.

1. Click the row in the Results grid for the property you wish to view in more detail.
2. Results display 25 per page, this indicates the total number of properties in this result set.
3. Selection Manager, provides several options to select or deselect properties in the Results grid.
4. Provides a printable summary of the Results grid.
5. Displays total number of pages this search returned. You can select a page number or click the next/previous arrows to navigate.
**Browsing Property Details**

Once you perform a desired search, you may view details about any of the properties in the Results grid. Select a property from your search results to view property record details. A Summary page opens with various details about the given parcel (Owner, Location, Sales, Certified Values, etc.).

1. **Menu Options**: on the left, provide additional record details (Addresses, Owners, Building characteristics, Maps, Pictometry, etc.). Click any category to navigate to that level of detail.

2. **Record Navigation**: on the right, allows you to view other properties from your search results. Click the arrows to view the next or previous record in the list. You may also return to your search results by clicking “Return to Search Results”.

---

**Summary**

- **Parcel**: 000-00-037-00
- **Owner**: FRANKLIN COUNTY COMM
- **Owner Address**: 400 S FRONT ST
- **Legal Description**: IN LOT 227-228-229
- **Calculated Acres**: .97
- **Legal Acres**: 0
- **Tax Bill Mailing**: FRANKLIN COUNTY COMMISSIONERS
  373 S HIGH ST FL 26
  COLUMBUS OH 43215-4591

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**Actions**

- Neighborhood Sales
- Proximity Search
- Printable Version
- Custom Report Builder

**Reports**

- Proximity Report
- Map Report
- Parcel Summary
- Parcel Detail

**Social Media Links**

View Google Map
FRANKLIN COUNTY AUDITOR’S OFFICE
Additional Property Record Features

**Actions**
1. **Neighborhood Sales**: generates a list of sales from the property’s neighborhood for the last 18 months. You can select/view property record detail, view list on a map or export the list.
2. **Printable Summary**: generates a printable summary of the property’s “Summary” menu option.
3. **Custom Report Builder**: generates a printable version of the menu options that the user selects.

**Reports**
1. **Proximity Report**: generates a CSV file to export to Excel. This data includes parcel ID, location, owner name, & mailing address, etc.
2. **Property Data Export**: generates a CSV file to export to Excel. This data includes parcel ID, owner name, mailing & location addresses, legal description, values, square feet, year built, property use, acreage, building count, sales, etc.
FRANKLIN COUNTY AUDITOR’S OFFICE
How To Navigate The Map

• Map Details
The map menu option displays a view of the selected parcel, with the parcel highlighted. The view can be adjusted using the map tools (hover your selection arrow over any button above the map to view a tooltip description).

• Map Tools
The map tools are located across the top of the map image.

1. **Zoom In**: Click and hold left mouse button then drag a box around the area you want to zoom in further.
2. **Zoom Out**: Click and hold left mouse button then drag a box around the area you want to zoom out further.
3. **Pan (move)**: Click and hold left mouse button on map then drag map (move) to desired location.
4. **Full extent**: Click button to zoom to map of entire county.
5. **Back/Forward**: Click left arrow to view previous selections. Click right arrow to view the most recent selections.
6. **Selection Display type**: Click button to change the selected parcel display (choose polygons or points).
7. **Clear Selected**: Click to reset the selection of parcels.
8. **Zoom to selected**: Click button to zoom to the selected parcel.
9. **Select**: Click button, choose a method for selecting parcels on the map (freehand, point & box) from the pick list.
10. **UnSelect**: Click button to choose a method for deselecting parcels on the map (freehand, point, box, polygon and line) from the Selection list.
11. **Buffer Select**: Allows you to select a radial distance to refine your search.
12. **GIS Identify**: Click button then select a parcel on the map to identify and return parcel details.
13. **Measure distance**: Click to open dialog box. Select measurement type (area, distance or point), select format, then follow instructions on screen.
14. **Print or Download**: Left click button to open dialog box, select format & size then click select print or export. Click create map image button to execute. If custom map is chosen, set map size in pixels.
15. **Full Screen**: Click to open map in full screen mode.
16. **Map Contents**: Opens map contents (layers) box if not already open.
17. **Selection Manager**: Provides several options to select or deselect properties in the Results grid.
FRANKLIN COUNTY AUDITOR’S OFFICE
How To Navigate The Map

- **Map Contents**
  The Map Contents box allows you to select (turn on) information (layers) you wish to view on the map in relation to your selected parcel. Click the “+” next to a layer to view additional options to select/deselect. The “x” in the upper right corner of this box closes this tool, however it can be reopened using the Map Contents tool in the tool bar across the top of the map image.

- **Record Navigator**
  The Record Navigator box allows you to view other properties from your search results. Click the arrows to view the next or previous record in the list. You may also return to your search results by clicking “Return to Search Results”.

![Map Contents and Record Navigator](image.png)
FRANKLIN COUNTY AUDITOR’S OFFICE
How To Navigate The Map

• Actions
  1. **Neighborhood Sales**: Generates a list of sales from the selected property’s neighborhood for the last 18 months. You can select/view property record detail, view list on a map or export the list.

• Reports
  The Reports will display in the following format:

  1. **Proximity Report** – Generates the report in CSV (Excel) format. The data includes: Tax ID, Tax District Desc., School District Desc., Legal Description, Owner Name, Address, etc.
  2. **Map Report** – Generates the report in PDF format. The data includes: Parcel ID, Map Routing No., Owner Name, Location, etc.
  3. **Parcel Summary** – Generates the report in PDF format. The data includes: Owner name, Address, Legal Description, Mailing Address, Tax Info, Current Market Value, Building Data, etc.
  4. **Parcel Detail** – Generates the report in PDF format. The data includes Owner name, Address, Legal Description, Mailing Address, Tax Info, Current Market Value, Sales, etc.