Autopop

1. Click Input
   a. Under listings click "add new"
   b. Choose the property type needed
   c. From this screen you can search for the property that you are needing to list
      i. Select the appropriate county
      ii. Search for the property by the parcel number, address or owners name
   d. Once the desired criteria is enter click "search"
   e. The following list on the search screen will be everything that matches the search criteria
   f. From here you can select "fill" to pre-populate the information on the listing input form or you can revise the search

   If autopop is not needed you can input the listing using the "Start with a blank listing" option in the blue tab at the top

This is a required field