

# ATTENTION SEARCHERS:

We are excited to announce that on **Monday, July 2<sup>nd</sup>** we will be upgrading both our recording software and search software.

## How does this change effect Searching?

- Searchers will utilize both the old and the new searching software for one to two weeks.
- **NH Deeds** should be used to search any documents recorded **June 29, 2018 and prior**.
- **Laredo and/or AVA** should be used to search any documents recorded **July 2, 2018 and forward**.
- Upon completion of the conversion all searching will be done through the new searching software; Laredo and AVA. Notification will be sent out and signs posted when NH Deeds is turned off.

## LAREDO:

- Laredo is a downloadable desktop application that will run within this office for public searchers and can be run remotely with an account.
- A User Name and Password are required for *each* Laredo User within an office or organization.
- For current account holders, one person within the office may utilize the current user name and password used to sign in today. **\*\*\*PLEASE NOTE - The format of the User Name has changed. The User Names will now have SU in front of it. For example, SU13 if your account number was 13 in the old system.**
- Please see County Staff or visit [www.nhdeeds.com](http://www.nhdeeds.com) to fill out a Laredo Application to ensure you have access on July 2<sup>nd</sup>.

## AVA:

- AVA is a web-based search product that can be accessed using any internet browser.
- Searchers are able to search data and view images.
- Images will be available to print and can be paid for with a credit card.

## Training:

- To help make this transition a smooth one for you, we strongly encourage that you participate in one or more of the webinars being offered and sign up for the onsite training that will be taking place the week of July 9<sup>th</sup>.
- Please see County Staff for more information.

**Thank you in advance for your patience as we work through this exciting transition!**

### Note:

**Copy account money held by the Sullivan County Register of Deeds will be returned to account holders by the end of August.**