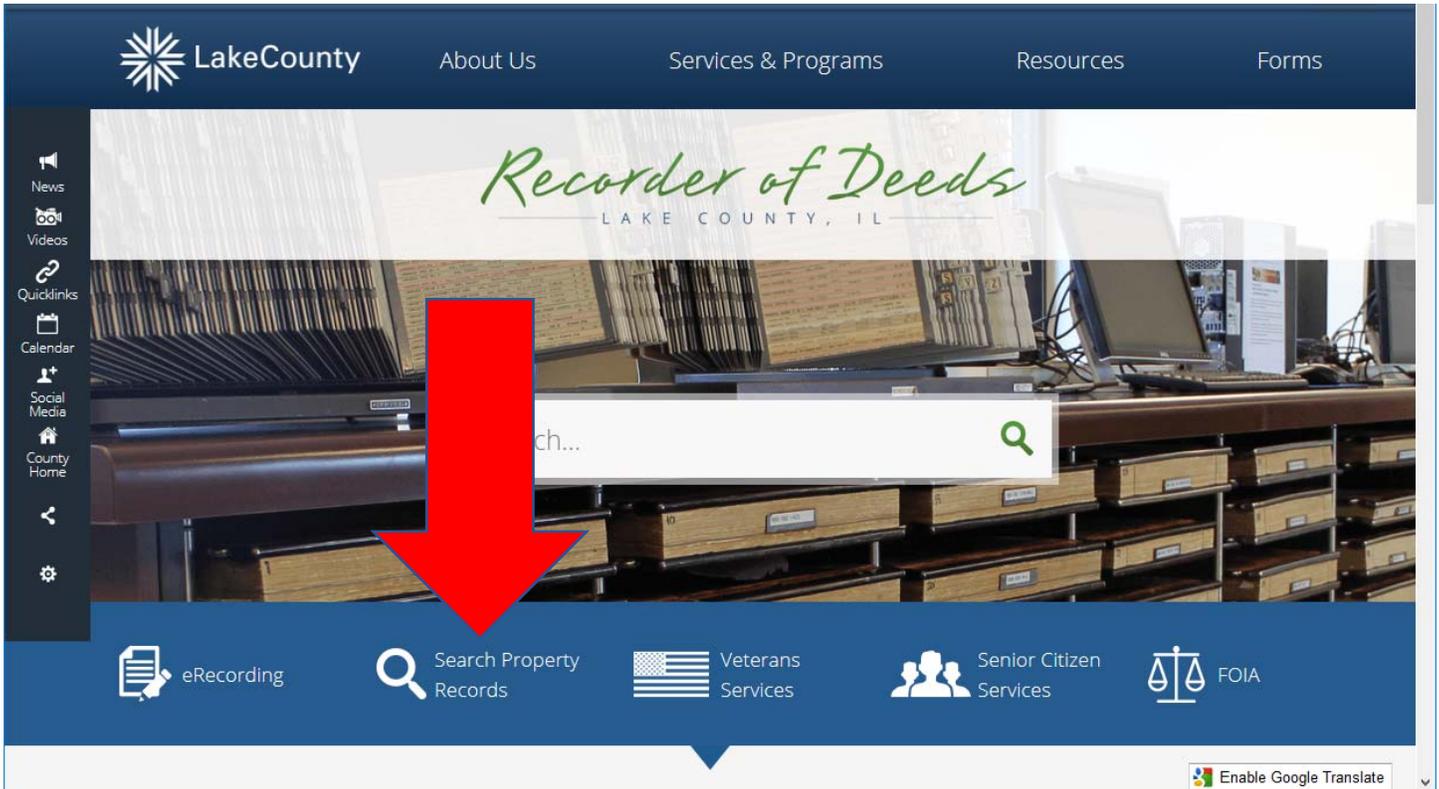


This “how-to” guide will help you complete the initial subscription process. It is a static PDF document. To access the actual search site go to the Lake County Recorder of Deeds website and click on the Search Property Records icon as shown below...



and you will be re-routed to the Online Access welcome page

Lake County, IL Recorder of Deeds - Mary Ellen Vanderventer

Account Sign-in

User ID

Password

Tip: Password is case-sensitive.
[Password Reminder](#) | [Create an Account](#)

Display Index Dates

View indexing information and statistics by visiting the [Display Index Dates](#) page.

It is highly recommended that users visit this utility prior to searching.

Site Requirements

- One of the following browsers:

Read more about browser support [here](#)

- Browser must support HTML5
- Any pop-up blockers disabled
- Cookies and Javascript enabled
- Disable your browser's PDF viewer (use Adobe® Reader)
- Latest version of [Adobe® Reader](#)
- Screen resolution of 1024 x 768 (1280 x 1024 recommended)

Browsers not meeting the above requirements will result in a sub-optimal experience.

PROPERTY CHECK™

Protect yourself from fraudulent filings made on your behalf with [PropertyCheck™](#)

RECORDER OF DEEDS MARY ELLEN VANDERVENTER

Welcome to the Lake County, IL Recorder of Deeds Land Records Search

To use this search tool, you are required to register an account and accept the terms of service.

A Word of Caution: Searching land records can be difficult, especially for the beginner. Prior to making any investment decision, we suggest that you seek professional help. Title companies employ professional searchers that are familiar with the complexities of searching records using a variety of sources and techniques. Title companies & legal professionals rely on the information revealed by the searches to make their decisions. Please don't make the mistake of underestimating their skills and the important role they serve in Illinois real estate transactions.

If this is your first visit, please select CREATE AN ACCOUNT (the link is located below the login fields to the left) and complete the account registration process. Please note that an email address is required and you will need to accept the terms of service to access our database.

If you are a return user, enter your USER ID and PASSWORD in the fields to the left and click the SIGN IN button. You may occasionally be prompted to renew your acceptance of the terms of service in order to access our database.

New users (and return users with expired subscriptions) will then be required to select a subscription service level. You will have the following choices to select from:

- 1 day for \$5.00 - 30 days for \$50.00 - 180 days for \$285.00 - 360 days for \$540.00

Upon making your selection, you will be prompted to enter your credit card payment. We accept Discover, MasterCard and VISA and all payments are processed in a secure PayPal environment.

Please note: The subscription fee covers only the searching/viewing of data and images - obtaining copies of the images (either saved or printed) requires an additional \$1.00 per page payment.

Attention surveyors and plat users: If you wish to order a plat, we suggest that you contact our office for a higher quality image. The version available through this application is a lower resolution and may not provide the detail necessary for you to complete your work. Our staff would be happy to email or print your order. Plat copies are \$5.00 per page.

If you receive error messages while attempting to login, you may want to [clear out the DNS cache of your PC](#) to see if that solves the problem. For further assistance with the login process or if you have any other questions, please send an email to the Lake County Online Access support team at recorderonline@lakecountyl.gov

Ensure that your computer meets the site requirements

 **Site Requirements**

- One of the following browsers:





Read more about browser support [here](#)

- Browser must support HTML5
- Any pop-up blockers disabled
- Cookies and Javascript enabled
- Disable your browser's PDF viewer (use Adobe® Reader)
- Latest version of [Adobe® Reader](#)
- Screen resolution of 1024 x 768 (1280 x 1024 recommended)

Browsers not meeting the above requirements will result in a sub-optimal experience.

PREFERRED BROWSERS

The latest versions of Google Chrome®, Internet Explorer® and Mozilla Firefox® are the preferred browsers for using this application. Browser must support HTML5.

UNSUPPORTED BROWSERS - NONFUNCTIONAL IMAGE VIEWING

Internet Explorer® 7 and 8 are not supported because they do not support HTML5.

ADOBE READER

Users who wish to take advantage of Adobe® Readers print capabilities and the ability to copy an image will need to disable their browsers PDF Viewer plugin so that Adobe® Reader can be used. This may require installing the Adobe® Reader plugin within your browser.

Account Creation / Sign-In

Lake County, IL Recorder of Deeds
Mary Ellen Vanderverter

Account Sign-In

User ID

Password

Tip: Password is case-sensitive.
[Password Reminder](#) | [Create an Account](#)

First-time Users – select “Create an Account”

Accept the Terms of Service / User Agreement (required to access site)

select the "I agree to the terms outlined above" box and click the "I Accept" button

Lake County, IL Recorder of Deeds
Mary Ellen Vanderverter

Terms Of Service / User Agreement -

Recorder's Obligations. Subject to the General Terms contained herein, the Recorder agrees to provide access to the Lake County Recorder's Real Estate Records, via Internet connection.

Subscriber's Obligations. Subject to the General Terms contained herein, the Subscriber agrees to select and purchase the appropriate subscription level - allowing access to view document data and images for the duration of the subscription period. Saved or printed copies of document images may be purchased at the rate of \$1.00 per page. Fees are subject to change at any time, at the sole discretion of the Recorder.

General Terms. This Agreement is subject to the General Terms contained herein.

Disclaimer of Warranties. Internet Access and all data are provided "as is," without warranty of any kind, expressed or implied.

Certifications. The Subscriber certifies that the Subscriber has read this entire Agreement, including the General Terms contained herein.

Entitlements. The Recorder grants the Subscriber non-exclusive, non-refundable and revocable access to public records maintained by the Recorder through equipment located in Subscriber's office(s) to use solely in the regular course of the Subscriber's business. The Subscriber shall not assign any of the rights to this Agreement to a third party without the written consent of the Lake County Recorder. The Subscriber shall not duplicate or knowingly permit others to duplicate copies of the database, or sell copies of this database or images to a third party.

Additional Users. The Subscriber agrees to require each User to have the User's own non-transferable identification sign-on.

Term. The Agreement shall become effective immediately and shall remain in full force and effect until terminated as herein provided.

Limitation of Liability. The Subscriber's exclusive remedy and the Recorder's entire liability hereunder, if any, for any claim(s) for damages made against them, individually or jointly, whether based on agreement or negligence, shall not exceed the amount of the last paid subscription fee.

Waiver. Failure of either party to insist on strict compliance with the provisions of the Agreement shall not constitute a waiver of that party's right to demand later compliance with the same or other provisions of this Agreement.

Termination. The Recorder may terminate this Agreement at any time and for any reason, to include termination without cause and without notice.

Severability. Should any provisions contained within this Agreement be found, for any reason, to be invalid, illegal or unenforceable, it shall not affect any other provisions hereof, and this Agreement shall be constructed as if such invalid, illegal or unenforceable provision had never been contained herein.

Amendment of Agreement. Except otherwise provided herein, this Agreement may be amended, modified, renewed or supplemented by the Recorder and subsequently agreed to by the Subscriber.

Governing Law. This Agreement shall be governed by and construed in accordance with the law of the State of Illinois. The venue and jurisdiction for any complaint at law shall be in the 19th Judicial Circuit Court, Lake County, Illinois.

I agree to the terms outlined above.

Complete the Account Registration page and click on "Create Account" when finished

Account Registration

IDENTIFICATION INFORMATION

(Fields marked in red are required)

User ID

Password (5 - 18 characters)

Confirm Password

ORGANIZATION INFORMATION

Company

Contact Name

CONTACT INFORMATION

Email

Confirm Email

First Name

Last Name

Title

Address Line 1

Address Line 2

City

State

Zip Code

Phone Number Ext#

Fax Number



Create Account

Select your subscription plan

Lake County, IL Recorder of Deeds
Mary Ellen Vanderventer

Shopping Cart (empty) | Prepaid Accounts | My Account | Sign Out | Recorder Test

Message Center | Recent Searches | Help Center

SEARCH BY Online Index Books Print

Subscription Management -

Introduction

This site requires membership to one of the subscriptions below.

Depending on the subscription offerings, the price of documents, images, certified copies, and applicable service fees are determined by your subscription membership. When selecting your subscription, be sure to evaluate the subscription fee as well as its duration. This will help you select the subscription which best suits your needs.

Subscription Type	Fee	Cost/Page	Cost/Page	Days	
1-Day Online Access Subscription	\$5.00	\$0.00	\$1.00	1	Select
30-Day Online Access Subscription	\$50.00	\$0.00	\$1.00	30	Select
180-Day Online Access Subscription	\$285.00	\$0.00	\$1.00	180	Select
360-Day Online Access Subscription	\$540.00	\$0.00	\$1.00	360	Select

Select the credit card type

The screenshot shows the 'Shopping Cart (1 item)' page. The 'SUMMARY' section displays the following items:

Item	Amount
Subtotal	\$50.00
Shipping/Handling	\$0.00
Service Fee(s)	\$0.00
Total	\$50.00

The 'PAYMENT OPTIONS' section shows three radio buttons: Visa, MasterCard, and Discover. A 'Clear Cart' button is also visible.

The 'CONTENTS' section lists the subscription:

Description	Duration	Fee
30-Day Online Access Account (Expires in 30 day)	30 days	\$50.00

Enter your credit card information and click "Process"

The screenshot shows the 'Credit Card Information' form. The 'PAYMENT OPTIONS' section now has the 'Visa' radio button selected. The form includes fields for 'Card Number', 'CVV/Security Code', and 'Expiration Date' (Month and Year dropdowns). A 'Process Visa' button is visible at the bottom of the form.

Confirm your purchase



click OK to continue and you should see "Processing..." commence

The screenshot shows a 'Shopping Cart (1 item)' window. On the left, a 'SUMMARY' table lists Subtotal (\$50.00), Shipping/Handling (\$0.00), Service Fee(s) (\$0.00), and Total (\$50.00). Below this is the 'PAYMENT OPTIONS' section with radio buttons for Visa, MasterCard, and Discover. A 'Credit Card Information' form is partially filled with Card Number 4715, CVV/Security Code 862, and Expiration Date 08/2013. On the right, the 'CONTENTS' section shows a 'Subscription' for '30-Day Online Access Account (Expires in 30 day)' with a fee of \$0.00. A 'Processing...' dialog box is overlaid on the subscription item. A 'Close' button is at the bottom left.

Main Search Screen

The screenshot shows the 'Main Search Screen' for the Lake County, IL Recorder of Deeds. The header includes the recorder's name, Mary Ellen Vandeventer, and navigation links for Shopping Cart, Prepaid Accounts, My Account, Sign Out, and Recorder Test. A yellow banner displays a message: 'Your agreement to the Terms of Service has been recorded. You will not be prompted again unless the Terms of Service are updated.' The search interface includes a 'Name Search' section with a 'Begin New Search' button. Search criteria include Last/Firm Name, First Name (up to 2), Same Instrument, Middle, Title, Party, Date Filed (FROM/THRU), Index Type (LAND RECORDS, UCC), and Groups (COURT DOCUMENT, DEEDS, LIEN, MISCELLANEOUS DOCUMENT). The Kind dropdown is set to AFFIDAVIT. At the bottom, there are buttons for 'Continue to Search Results', 'Bypass Names List', and 'Show Names List'.

CONGRATULATIONS - you are now ready to search