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# TRAINING MANUAL

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JANUARY 9, 2019

COURTHOUSEDIRECT.COM

CONFIDENTIAL

# CHD Title Plant Login Page

8:12:14 AM 1/9/2019



## Member Sign In

Enter your User Name and Password

User Name:

pcones

Password:

\*\*\*\*\*



## New User?

[Click here](#) for SignUp/Pricing

[Download License Agreement](#)

## Current and Historical Title Plants

Search by Subdivision, Section, Block, Lot and/or Survey or Abstract #

*Save time and money on every search*

[Current Title Plants - Quick Steps for Searching](#)

- Geographically Indexed Title Plants from 1960's
- Legal Description Search
- Name (Grantor/Grantee)
- Adverse Liens/Encumbrances
- Deed Restrictions
- Easements
- O&G Leases
- Map and Plats
- Starter and Bases
- Probates
- Civil Records

## Historical Title Plants and Records

- Geographically Indexed Title Plants from 1800's
- Historical Real Property Documents
- Grantor/Grantee Indexes (Handwritten)
- Historical and Current Subdivision Plats
- Starters/Deed Restrictions
- *(Records Vary per County)*

Currently Available			
Aransas	Galveston	Madison	Travis
Atascosa	Glasscock	Martin	Victoria
Bastrop	Gray	Matagorda	Walker
Bell	Grayson	McLennan	Waller
Bexar	Grimes	Midland	Washington
Brazoria	Guadalupe	Montgomery	Webb
Brazos	Hansford	Nueces	Wheeler
Cameron	Harris	Oldham	Williamson
Carson	Hays	Parker	Wilson
Castro	Hemphill	Parmer	Wise
Collin	Henderson	Potter	
Comal	Hidalgo	Randall	
Coryell	Howard	Reeves	
Dallas	Hunt	Roberts	
Deaf Smith	Hutchinson	Rockwall	
Denton	Jefferson	San Patricio	
Dimmit	Johnson	Smith	
Ector	Kaufman	Swisher	
El Paso	Kendall	Tarrant	
Ellis	Lubbock	Taylor	
Fort Bend	Lynn	Throckmorton	

**FLEXIBILITY** is one of the greatest strengths of CourthouseDirect.com's Title Plants. The ability to select various available searches gives the user a number of search tools to find needed information.

Search results can be captured in a number of different formats to best suite the needs of the end user. Document images are linked to search results for convenient review, examination, and dissemination to others. Additionally, all data is web-based so users are not constrained to using a dedicated terminal at a specific location.

This Training Manual is designed to provide step-by-step instructions for using the CHD Title Plant effectively. We look forward to serving your need for high quality, comprehensive and affordable title information.

Website Address: <http://www.IntegrityTitleInformation.com>

## Select a County

**CourthouseDirect.com** Geo~Index Advanced Plant

Paul Cones My Account Contact Us / Feedback Log-Off

Out of County Smart Starter Historical Records GIS Maps Return

Subscribed Counties

Select county from list

- TX- Grayson County thru 12/28/2018
- TX- Gregg County thru 12/21/2018
- TX- Grimes County thru 12/31/2018
- TX- Guadalupe County thru 12/28/2018
- TX- Hansford County thru 12/28/2018
- TX- Hardeman County thru 12/14/2018
- TX- Harris County thru 01/03/2019**
- TX- Hays County thru 01/07/2019
- TX- Hemphill County thru 12/31/2018
- TX- Henderson County thru 12/31/2018
- TX- Hidalgo County thru 12/28/2018
- TX- Howard County thru 12/28/2018
- TX- Hunt County thru 01/07/2019
- TX- Hutchinson County thru 12/20/2018
- TX- Jefferson County thru 01/07/2019
- TX- Johnson County thru 01/04/2019
- TX- Kaufman County thru 01/04/2019
- TX- Kendall County thru 12/28/2018
- TX- LaSalle County thru 12/28/2018
- TX- Leon County thru 12/21/2018

State	County	Plant Thru Date
No records to display		

Current Coverage

We've been working hard behind the scenes to serve you better. Our Advanced Title Plant is now available. As always, we are soliciting your input on the new design and any feedback you might have. Click the "Contact us / Feedback" icon above to send us your thoughts.

Benefits of new site include:

- Saved Searches**  
Assign a file number to save a search and return at a later date by entering that same file number
- MONITORED SEARCHES**  
Monitor a name and/or legal search and receive an automated email update when anything new is filed
- Auto Naming**  
Watch as search results are automatically named in their portion of the report
- View in New Window**  
View added searches in a new window as information is added
- Fast Results**  
See search results returned faster than ever

Our new site uses a highly advanced search engine. We've been careful to incorporate the more powerful search engine while not altering the tools our clients currently appreciate.

**+ Additional Features**

Choose County from dropdown. (**Note:** Thru Date of each Title Plant is shown next to County)

Enter GF # = Job# or Tract# and Click "Submit"

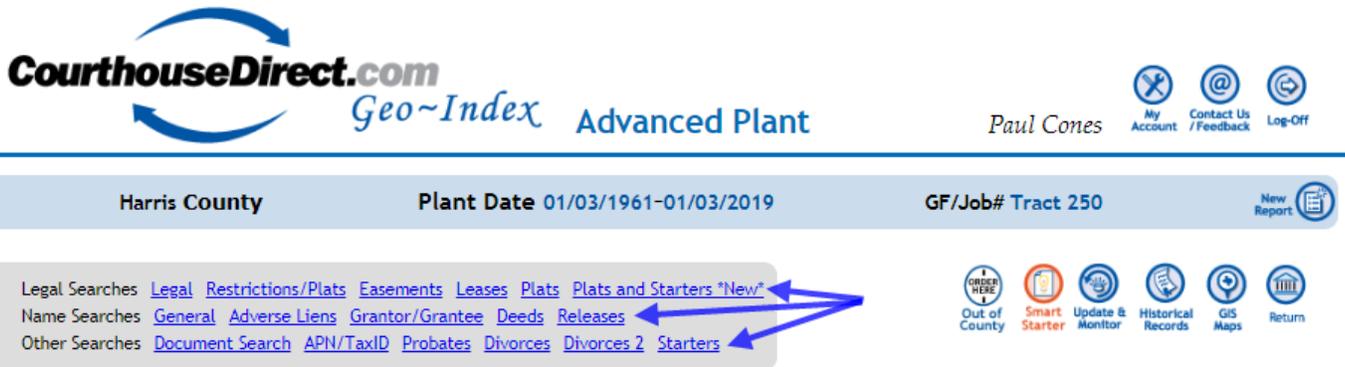


Or Search without a GF# = Job # or Tract # (Client preference)

FYI - GF# is a term used by Title Insurance Companies

## Available Search Options

8:22:56 AM 1/9/2019



The order of the searches corresponds with the order most Title Examiners would perform a search when preparing a Title Commitment.

- 1) Legal Description Search
- 2) Name Search for Parties
- 3) Restrictions
- 4) Easements
- 5) Leases/Minerals

# Searches

**Legal:** Searches anything indexed to a particular Subdivision or Survey and can be narrowed down by Lot, Block, etc. A more complete list of Legal Search criteria includes:

- Subdivision/Survey Name
- Lot
- Block
- Sections/Phase
- Survey Section
- Survey Block
- Abstract Number
- Acreage
- Party
- Document Type
- Date
- Plat Volume
- Plat Page

**Note:** In most counties the “primary search criteria” is Subdivision/Survey Name but in Dallas, Denton & Collin Counties the primary search criteria is Volume & Page of recorded Plat. In west Texas counties the primary search criteria is Survey Section and Survey Block. The first field listed on a Legal search page is the primary search criteria for that county.

**Less is More:** It’s important to enter as little information in the search fields as you can to pull back the largest number of results.

**Example 1:** If I’m searching for “Winding Creek” subdivision and enter “Winding Creek” (spelled out) I may not pick up the times when “Creek” may have been abbreviated as “Crk”. Therefore, enter “Winding C”.

Searching a subdivision name with three (3) names such as “Mills Branch Village” then use a wildcard “%”:

## Legal

[Clear Form](#)

Subdivision/Survey	<input type="text" value="Mills B%V%"/>
Lot	<input type="text" value="1"/>
Block	<input type="text" value="1"/>
Section	<input type="text" value="1"/>
Abstract	<input type="text"/>
Acreage	<input type="text"/>
Party	<input type="text"/>
Document Type	<input type="text"/>
Date	<input type="text"/> to <input type="text"/>
<input type="button" value="Search"/>	

**Example 2:**  
**Mills Branch Village**  
**Lot 1, Block 1, Section 1**

The names "Branch" and/or "Village" could be abbreviated to "Br" or "Vlg" so use "%" as a wild card character; and, enter a minimum number of characters for Subdivision name to return the greatest number of search results.

## Primary Search Criteria – Dallas County

### Legal

[Clear Form](#)

Map Book	<input type="text" value="84126"/>
Map Page	<input type="text" value="1947"/>
Plat Doc ID	<input type="text"/>
Lot	<input type="text" value="7"/>
Block	<input type="text" value="11"/>
City Block	<input type="text"/>
Subdivision/Survey	<input type="text"/>
Party	<input type="text"/>
Doc Type	<input type="text"/>
Date	<input type="text"/> to <input type="text"/>
	<input type="button" value="Search"/>

#### Example 3: Primary Search Criteria

Plat Volume: 84126  
Plat Page: 1947  
Lot: 7  
Block: 11

## Grantor Grantee Indexes

**Grantor / Grantee** – After searching all records indexed to property the next step is to research all records indexed against the party names (individuals or companies). This can be done two ways:

**Grantor / Grantee Search** – search “Party” name to view everything both as Grantor and Grantee. By searching both Grantor and Grantee a researcher will see EVERYTHING indexed to the name including but not limited to Deeds, Mortgages, Liens, Judgments, Easement, etc.

**Helpful Hint:** Similar to a Legal Search *Less is More*; when searching an unusual name, it’s best to only enter the last name; and, when searching a more common name then enter just a few characters of the first name and keep adding letters if the search result is too large.

**Sub-Search** – (equals = “and”) – to match a party name with another Party AND Legal or anything else in the database then use “Sub-Search”.

### Grantor/Grantee

[Clear Form](#)

Grantor	<input type="text"/>
Grantee	<input type="text"/>
Party	<input type="text" value="smith john"/>
Sub-Search	<input type="text"/>
Date	<input type="text"/> to <input type="text"/>
	<input type="button" value="Search"/>

Search "Party" name to find ALL records including Deeds, Mortgages, Liens, Judgments, etc.

## Sub-search

### Grantor/Grantee

[Clear Form](#)

Grantor	<input type="text"/>
Grantee	<input type="text"/>
Party	<input type="text" value="smith john"/>
<b>Sub-Search</b>	<input type="text" value="timbergrove"/>
Date	<input type="text"/> to <input type="text"/>
	<input type="button" value="Search"/>

Search Party Name  
AND  
Legal  
Parties  
Abstract #  
Etc.

## General Search

**Note:** The same Search can be performed under “General” Search by using plus (+) sign (see below).

### General

[Clear Form](#)

Term	<input type="text" value="smith john"/>
Date	<input type="text"/> to <input type="text"/>
	<input type="button" value="Search"/>

Searching Party Name with "General" search will return same number of results as "Party" search under Grantor Grantee Index.

Therefore, there is no reason to run both.

**General Search** – the General Search may be the most powerful tool in the Title plant because it searches ALL fields: Grantor, Grantee, Legal Description, Document ID Number (Clerk’s File No.) or Document Types; and, these searches can be combined by using a plus “+” sign.

Since the General Search searches ALL fields it can be used like the “Party” field in the Grantor Grantee index. Most users find it more convenient to click “General” and run a search instead of Grantor Grantee. Run a test: Search “Party” in the Grantor Grantee Index and you will notice the same number of results when running a “General” search.

## Use “+” Sign to Filter Searches – Fast Results

There are many times when a searcher knows exactly what they are looking for. For example, if I’m looking for a Deed from “James Martin” in “Vista Ridge Oaks” subdivision in Travis County I can use the plus “+” sign and enter:

## General

### Search

Deed from James Martin out of Vista Ridge Oaks Subdivision

[Clear Form](#)

Search Term

Enter: Martin J+Vista R

File Date

to

Plus sign "+" = "and"

Search

Add All	Subdivision	Lot	Document Type	Grantor	Grantee	File Date	Document ID	Volume	Page
Add	VISTA RIDGE OAKS	19	TRF	JENKINS KATHLEEN MARGARET JENKINS WALTER GLENN	MARTIN JAMES M	12/15/1983	0837300834	8373	834
Add	VISTA RIDGE OAKS	19	WD	MARTIN JAMES M	WALDBUSSER DOROTHY WALDBUSSER JOHN	2/6/1985	0901700953	9017	953
Add	VISTA RIDGE OAKS	19	WD	HAVERLAH DENNIS W HAVERLAH SHIRLEY A	MARTIN JAMES M	2/6/1985	0901700955	9017	955

## General

[Clear Form](#)

Search Term

### Search

John Walters and 15.3 Acres

File Date

to

Enter: Walters J+15.3

Search

Add All	Survey	Acreage	LegalDescription	DocumentType	Grantor	Grantee	FileDate	YearDocumentID
Add	THOMAS R JACKSON ABS NO 9	15.30	15.30 AC THOMAS R JACKSON SURV ABS NO 9	DEED	ECKOLS SHERMAN H ECKOLS BEEBEE	WALTERS JAN RUSSELL WALTER MILLARD JOHN	6/22/2006	200606017964
Add	THOMAS R JACKSON ABS NO 9	15.30	15.30 AC THOMAS R JACKSON SURV ABS NO 9	DEED OF TRUST	WALTERS JAN RUSSELL WALTERS MILLARD JOHN	FRANKLIN BANK SSB	6/22/2006	200606017965
Add	THOMAS R JACKSON ABS NO 9	15.30	15.30 AC THOMAS R JACKSON SURV ABS NO 9	DEED OF TRUST	WALTERS JAN RUSSELL WALTERS MILLARD JOHN	PROSPERITY BANK	11/16/2009	200990029774
Add	THOMAS B JACKSON ABS NO 9	15.30	15.30 AC THOMAS B JACKSON SURV ABS NO 9	RELEASE OF LIEN	FEDERAL DEPOSIT INSURANCE CORP FRANKLIN BANK SSB	WALTERS JAN RUSSELL WALTERS MILLARD JOHN	12/28/2009	200990032881
Add	THOMAS R JACKSONS NO 9 ABS NO 9	15.3	15.3 AC THOMAS R JACKSONS SURV NO 9 ABS NO 9	EASEMENT	WALTERS JAN RUSSELL WALTERS MILLARD JOHN	PEC PEDERNALES ELECTRIC COOPERATIVE INC	3/3/2010	201010004903
Add	THOMAS R JACKSON ABS NO 9	15.30	15.30 AC THOMAS R JACKSON SURV ABS NO 9	DEED	WALTERS JAN RUSSELL WALTERS MILLARD JOHN	MARTIN EVELYN M	11/1/2010	201010030488
Add	THOMAS R JACKSON ABS NO 9	15.30	15.30 AC THOMAS R JACKSON SURV ABS NO 9	RELEASE OF LIEN	PROSPERITY BANK	WALTERS JAN RUSSELL WALTERS MILLARD JOHN	11/16/2010	201010031969
Add	THOMAS R JACKSON ABS NO 9	15.30	15.30 AC THOMAS R JACKSON SURV ABS NO 9	RELEASE OF LIEN	PROSPERITY BANK	WALTERS JAN RUSSELL WALTERS MILLARD JOHN	11/18/2010	201010032425

## Survey Name Search

Even though you can search "Survey Name" using the General Index it's better to run a Survey Name under the "Legal" search to limit the number of results.

## General

[Clear Form](#)

Search

Searching Survey Name using "General" search will return ALL records with Survey Name in both Survey Fields and Name Fields.

Date

to

Therefore, you may choose search a Survey Name using Legal search.

Search



2 searches found results - see summary search results in the tab below

Results for: General - SearchTerm: smith john

Displaying 100 records on Page 1/17 of 1611 Total Records

Current Page: 1 Number of Records Per Page: 100

Section	Phase	Acres	Survey	Document Type	Grantor
---------	-------	-------	--------	---------------	---------

Choose 500 Records per page:

2 searches found results - see summary search results in the tab below

Results for: General - SearchTerm: smith john

Displaying 500 records on Page 1/4 of 1611 Total Records

Current Page: 1 Number of Records Per Page: 500

vision	Lot	Block	Section	Phase	OutLot	PlatBook	PlatPage	Acres	Survey
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## Tip 2.

Use Brower “Find” for Faster Searching – “Ctrl+F” = FIND is your friend.

When displaying a page with up to 500 results; use the “Find” tool on Chrome or Firefox Browsers to easily search and HIGHLIGHT letters or words matching your search criteria.

Enter Name, Legal or other information ANYWHERE on the page and you will see YELLOW highlights marking locations found within the page.

This is particularly useful when searching a common name or a large Abstract/Survey. When combining the ability to download a large data set, display up to 500 records per page and use the power of the browser to quickly locate pertinent data is important for searching commercial and some projects.

## Use “Find” [Control + F] to Quickly Read Large Result Pages

Document Type	Grantor	Section	Phase	OutLot	PlatBook	PlatPage	Acres	Survey
WARRANTY DEED	SMITH CHARLES VESTER SMITH LEZETTA J	1178	9/11/1972	9/5/1972	DEEDS	1178	5	
WARRANTY DEED WITH VENDORS LIEN	SMITH CHARLOTTE LEE SMITH GALE LEE	1194	5/18/1973	5/9/1973	DEEDS	1194	399	
WARRANTY DEED WITH VENDORS LIEN	SMITH CHARLOTTE F SMITH JOHN EUGENE	403472	8/9/1974	6/26/1974	DEEDS	1227	663	
RELEASE OF VENDORS LIEN	SMITH CHARLES L SMITH AND SONS INC	404409	9/5/1974	8/26/1974	DEEDS	1230	19	
WARRANTY DEED	SMITH CHARLES LINDBERGH SMITH IRENE GOLDIE	407475	12/3/1974	3/26/1957	DEEDS	1236	294	
WARRANTY DEED	SMITH CHARLES LINDBERGH SMITH IRENE GOLDIE	410807	3/5/1975	2/17/1975	DEEDS	1242	510	
SPECIAL WARRANTY DEED TEXAS VENDORS LIEN	SMITH CHARLOTTE L SMITH GALE L	423984	12/29/1975	12/16/1975	DEEDS	1261	816	
WARRANTY DEED	SMITH CHARLOTTE L SMITH GALE LEE	424720	1/15/1976	1/12/1976	DEEDS	1262	859	
RELEASE OF LIEN	SMITH CHARLOTTE LEE SMITH GALE LEE	427584	3/9/1976	2/23/1976	DEEDS	1266	595	
RELEASE OF JUDGMENT LIEN	SMITH CHARLES VESTER	428583	3/29/1976	3/17/1976	DEEDS	1268	20	
WARRANTY DEED WITH VENDORS LIEN	SMITH CHARLES W SMITH VIRGINIA I	432151	6/7/1976	5/27/1976	DEEDS	1272	859	
WARRANTY DEED	SMITH CHARLES W	1276_0797	8/2/1976	7/29/1976	DEEDS	1276	797	
WARRANTY DEED	SMITH CHARLOTTE F SMITH JOHN EUGENE	1278_0488	8/25/1976	8/17/1976	DEEDS	1278	488	
WARRANTY DEED WITH VENDORS LIEN	SMITH CHARLES N AMARILLO NATIONAL BANK SMITH MARY E	441527	12/16/1976	12/10/1976	DEEDS	1286	75	
WARRANTY DEED	SMITH CHARLES F	445732	3/7/1977	2/4/1977	DEEDS	1291	899	
RELEASE DEED	SMITH CHARLES HARDMAN SMITH MAXINE	446332	3/17/1977	3/7/1977	DEEDS	1292	695	
WARRANTY DEED	KIRBY DAN KIRBY DEBRA NELL	446861	3/28/1977	3/25/1977	DEEDS	1293	450	
WARRANTY DEED WITH VENDORS LIEN	SMITH CHARLES W SMITH VIRGINIA I	448071	4/18/1977	4/14/1977	DEEDS	1295	113	

# Search and Build a Runsheet

Perform Legal Search and add Records to Runsheet. **Note:** You can choose “Add All” at the top left corner or add selected records to runsheet. FYI – The demo below is Denton County, Texas.

Add All	Addition	Lot	Block	Vol/Abstract	Page	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book Type	Volume	Page	Appraisal ID
Add	BEAUMONT R BEAUMONT R WESTVIEW SUBD WESTVIEW SUBD WESTVIEW SUBD See Report...	3 4 3 7 4	4 3 1 1 1	A-0031 A-0031		24.89 15	DEDICATION DEED	SNELLING RUSSELL E LAMBERT MERLE E COLE HOYT M COLE HM	DENTON CITY	3/4/1955	1/29/1955	00001339	DR	407	517	
Add	WESTVIEW SUBD	8	1				WARRANTY DEED	DAVIS E H COLE HOYT M	TRIETSCH ERNEST E	7/26/1956	7/20/1956	00009956	DR	423	412	
Add	WESTVIEW WESTVIEW SUBD	8 8	1 1				ASSIGNMENT OF LIEN MECHANICS LIEN	CARRINGTON VERNE L TRIETSCH RUBY J TRIETSCH ERNEST E	DENTON LOAN&INV CO CARRINGTON VERNE L	8/1/1956	7/27/1956	00004053	ML	25	602	
Add	WESTVIEW	8	1				PARTIAL RELEASE	REPUBLIC NATL BK DAL	COLE HOYT M DAVIS EH	8/15/1956	7/20/1956	00004397	RR	75	467	
Add	WESTVIEW	8	1	407	519		WARRANTY DEED	TRIETSCH ERNEST E TRIETSCH RUBY J	ROBERTS DERLINE ROBERTS JAMES C JR	11/21/1956	11/16/1956	00006289	DR	427	82	
Add	WESTVIEW	8	1	407	519		DEED OF TRUST	ROBERTS JAMES C JR ROBERTS DERLINE	EQUITABLE SAV ASN	11/21/1956	11/16/1956	00006290	DT	191	119	
Add	WESTVIEW	8	1	407	519		DEED OF TRUST	ROBERTS JAMES C JR ROBERTS DERLINE	TRIETSCH RUBY J TRIETSCH ERNEST E	11/21/1956	11/16/1956	00006291	DT	191	141	
Add	WESTVIEW	8	1				RELEASE LIENS	DENTON LOAN&INV CO	TRIETSCH ERNEST E TRIETSCH RUBY J	11/21/1956	11/21/1956	00006301	RR	76	201	
Add X	WESTVIEW	8	1	407	519		WARRANTY DEED	ROBERTS DERLINE ROBERTS JAMES C JR	MORRISON ELIZABETH J MORRISON FRANK B JR	11/14/1963	11/7/1963	00010193	DR	501	586	
Add	WESTVIEW	8	1	407	519		DEED OF TRUST	MORRISON ELIZABETH J MORRISON FRANK B JR	BANKERS LF CO	11/14/1963	11/7/1963	00010194	DT	232	517	
Add	WESTVIEW	8	1	407	519		RELEASE LIENS	EQUITABLE SAV ASN	ROBERTS DERLINE ROBERTS JAMES C JR	11/27/1963	11/18/1963	00010498	RR	93	187	
Add	WESTVIEW	8	1	407	519		RELEASE LIENS	TRIETSCH ERNEST E	ROBERTS JAMES C JR ROBERTS DERLINE	1/17/1964	8/21/1963	00000507	RR	93	443	
Add X	WESTVIEW SUBD DENTON	8	1	407	519		GENERAL W/D	MORRISON ELIZABETH J MORRISON JULIA D EXTR	GREELY MARGARET M DICKENS MICHAEL G	1/3/2002	1/2/2001	00000927	RP	4995	2630	
Add X	WESTVIEW SUBD DENTON	8	1	407	519		DEED OF TRST	DICKENS MICHAEL G GREELY MARGARET M	SUNTRUST MTG INC	1/3/2002	1/2/2002	00000928	RP	4995	2633	
Add	WESTVIEW SUBD DENTON	8	1	407	519		HMSTD DSIGHT	DICKENS MARGARET DICKENS MICHAEL	N A	3/17/2003	3/15/2003	00039272	RP	5291	5770	
Add	WESTVIEW SUBD DENTON	8	1	407	519		DEED OF TRST	DICKENS MARGARET M DICKENS MICHAEL G	PHH MTG SERV	7/30/2004	7/13/2004	00100196				
Add	WESTVIEW SUBD DENTON	8	1	407	519		RELEASE	SUNTRUST MTG INC	DICKENS MARGARET M DICKENS MICHAEL G	8/17/2004	8/4/2004	00109329				
Add X	WESTVIEW	8	1	407	519		RELEASE	PHH MTG CORP	DICKENS MARGARET M DICKENS MICHAEL G	3/16/2011	3/11/2011	00024154				
Add X	WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	FRUSHOUR MATTHEW C HOLAMON HALLIE	5/4/2012	5/1/2012	00047116				R22074
Add X	WESTVIEW	8	1	407	519		DEED OF TRUST	FRUSHOUR MATTHEW C HOLAMON HALLIE	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047117				

When viewing search results, we want to make sure we have a good chain of title. If there is a break in the chain then we need to run the names to look for any break and add them to the same portion of the runsheet.

If you have a good chain of title then it's time to run the Name Search. The choice is to type (or copy and paste) the name into a General Search or the Party Name under the Grantor Grantee Search.

**Easiest** – Simply click on the name in your Search Results; the name you click on will appear in a pop up box; you can then edit the name to remove middle initials or reduces the number of characters to broaden the search; and, then hit “Search”. This will automatically run a General Search against the Name.

### Click Name:

Remove	WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	FRUSHOUR MATTHEW C HOLAMON HALLIE	5/4/2012	5/1/2012	00047116				
Remove	WESTVIEW	8	1	407	519		DEED OF TRUST	FRUSHOUR MATTHEW C HOLAMON HALLIE	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047117				

Modify Search Criteria: X  
 FRUSHOUR MATTHEW C  
[Search](#)

### Edit:

Remove	WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	FRUSHOUR MATTHEW C HOLAMON HALLIE	5/4/2012	5/1/2012	00047116				
Remove	WESTVIEW	8	1	407	519		DEED OF TRUST	FRUSHOUR MATTHEW C HOLAMON HALLIE	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047117				

Modify Search Criteria: X  
 FRUSHOUR MATT  
[Search](#)

### Click Search:

Remove	WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	FRUSHOUR MATTHEW C HOLAMON HALLIE	5/4/2012	5/1/2012	00047116				
Remove	WESTVIEW	8	1	407	519		DEED OF TRUST	FRUSHOUR MATTHEW C HOLAMON HALLIE	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047117				

Modify Search Criteria: X  
 FRUSHOUR MATT  
[Search](#)

Click →

## Search Results:

Search results will show ALL activity against the Party Name including Deeds, Mortgages, Releases, Involuntary Liens, etc because we are running a General Search.

**Important Note:** When adding records to a runsheet it's helpful to keep them within the same portion of the Runsheet. You MUST choose the dropdown menu to add to original legal search.

Report Management | [View Report](#)

New  8 searches found results - see summary search results in the tab below

Legal - Addition / Survey: westview Lot: 8 Block: 1 **Drop Down Menu**

Results for: General: FRUSHOUR MATT  
 Displaying 2 records on Page 1/1 of 2 Total Records  
 Current Page: 1 | Number of Records Per Page: 100

Add All	Addition	Lot	Block	Vol/Abstract	Page	Acreage	Document Type	Grantor	Grantee	DateRecorded	InstrumentDate
Add	WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	FRUSHOUR MATTHEW C HOLAMON HALLIE	5/4/2012	5/1/2012
Add	WESTVIEW	8	1	407	519		DEED OF TRUST	FRUSHOUR MATTHEW C HOLAMON HALLIE	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012

## Now Run the Wife's Name (or other Parties):

### Click Name:

Add All	Addition	Lot	Block	Vol/Abstract	Page	Acreage	Document Type	Grantor	Grantee	DateRecorded	InstrumentDate	DocumentID
Add	WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	FRUSHOUR MATTHEW C HOLAMON HALLIE	5/4/2012	5/1/2012	00047116
Add	WESTVIEW	8	1	407	519		DEED OF TRUST	FRUSHOUR MATTHEW C HOLAMON HALLIE	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047117

Modify Search Criteria: X

[Search](#)

### Edit:

Add All	Addition	Lot	Block	Vol/Abstract	Page	Acreage	Document Type	Grantor	Grantee	DateRecorded	InstrumentDate
Add	WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	FRUSHOUR MATTHEW C HOLAMON HALLIE	5/4/2012	5/1/2012
Add	WESTVIEW	8	1	407	519		DEED OF TRUST	FRUSHOUR MATTHEW C HOLAMON HALLIE	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012

Modify Search Criteria: X

[Search](#)

### Click Search:

Add All	Addition	Lot	Block	Vol/Abstract	Page	Acreage	Document Type	Grantor	Grantee	DateRecorded	InstrumentDate
Add	WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	FRUSHOUR MATTHEW C HOLAMON HALLIE	5/4/2012	5/1/2012
Add	WESTVIEW	8	1	407	519		DEED OF TRUST	FRUSHOUR MATTHEW C HOLAMON HALLIE	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012

Click Search →

Modify Search Criteria: X

[Search](#)

## Choose Drop Down and Add to Report:

Report Management | [View Report](#)

New  9 searches found results - see summary search results in the tab below

Legal - Addition / Survey: westview Lot: 8 Block: 1 **Drop Down Menu**

Results for: General: HOLAMON HAL  
 Displaying 5 records on Page 1/1 of 5 Total Records  
 Current Page: 1 | Number of Records Per Page: 100

Add All	Addition	Lot	Block	Vol/Abstract	Page	Acreage	PlatBook	PlatPage	Document Type	Grantor	Grantee	DateRecorded	InstrumentDate	DocumentID	Appraisal ID	RefDocumentID
Add	WESTVIEW	8	1	407	519	9592			GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	HOLAMON HALLIE FRUSHOUR MATTHEW C	5/4/2012	5/1/2012	00047116	R22074	
Add	WESTVIEW	8	1	407	519				DEED OF TRUST	HOLAMON HALLIE FRUSHOUR MATTHEW C	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047117		
Add	BELLEMEAD	19	D	2	201				GENERAL WARRANTY DEED	KEELER JEFFREY B	HOLAMON HALLIE HOLAMON TOMMY R	10/7/2013	10/4/2013	00123836		
Add	BELLEMEAD	19	D	2	201				DEED OF TRUST	HOLAMON HALLIE HOLAMON TOMMY R	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	10/7/2013	10/4/2013	00123837		
Add	BELLEMEAD SUBD 2	19	D				2	201	RELEASE OF LIEN	FAIRWAY INDEPENDENT MORTGAGE CORP MORTGAGE ELECTRONIC REGISTRATION SYSTEMS INC NOMINEE	HOLAMON HALLIE HOLAMON TOMMY R	6/21/2018	6/20/2018	71750		2013-123837-DT

# View Report & Download Documents

Now View the Report. Click "View Report"

Report Management | [View Report](#) ← **Click View Report**  
 Legal - Addition / Survey: westview Lot: 8 Block: 1 ▾

2 searches found results - see summary search results in the tab below

Results for: General: HOLAMON HAL  
 Displaying 5 records on Page 1/1 of 5 Total Records  
 Current Page: 1 ▾ Number of Records Per Page: 100 ▾

Add All	Addition	Lot	Block	Vol/Abstract	Page	Acreage	PlatBook	PlatPage	Document Type	Grantor	Grantee	DateRecorded	InstrumentDate
<input type="checkbox"/>	WESTVIEW	8	1	407	519				GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	HOLAMON HALLIE FRUSHOUR MATTHEW C	5/4/2012	5/1/2012
<input type="checkbox"/>	WESTVIEW	8	1	407	519	9592			DEED OF TRUST	HOLAMON HALLIE FRUSHOUR MATTHEW C	FAIRWAY INDEPENDENT MTG (MORTGAGE ELEC REGISTRAT)	5/4/2012	5/1/2012

## Step 1 – Click File Date (or Recorded Date)

Click on File Date (or Recorded Date) to put the report in chronological order.

Legal - Addition / Survey: westview Lot: 8 Block: 1 [edit](#)

User: Cones, Paul  
 County: Denton  
 Plant Date From - 05/12/1854 To - 06/28/2018

* Addition/Survey	Lot	Block	Vol/Abstract	Page	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	DocumentID	Book	Volume	Page	Appraisal ID
<input type="checkbox"/>	WESTVIEW	8	1	407	519	DEED OF TRUST	FRUSHOUR MATTHEW C	FAIRWAY INDEPENDENT MTG	5/4/2012	5/1/2012	00047117				
<input type="checkbox"/>	WESTVIEW	8	1	407	519	GENERAL WARRANTY DEED	HOLAMON HALLIE	MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047116				R22074
<input type="checkbox"/>	WESTVIEW	8	1	407	519	RELEASE	DICKENS MICHAEL G PHH MTG CORP	HOLAMON HALLIE DICKENS MARGARET M	3/16/2011	3/11/2011	00024154				
<input type="checkbox"/>	WESTVIEW SUBD DENTON	8	1	407	519	GENERAL W/D	MORRISON ELIZABETH J DEC	DICKENS MICHAEL G DICKENS MICHAEL G	1/3/2002	1/2/2001	00000927	RP	4995	2630	
<input type="checkbox"/>	WESTVIEW SUBD DENTON	8	1	407	519	DEED OF TRST	MORRISON JULIA D EXTR DICKENS MICHAEL G	GREELEY MARGARET M SUNTRUST MTG INC	1/3/2002	1/2/2002	00000928	RP	4995	2633	
<input type="checkbox"/>	WESTVIEW	8	1	407	519	WARRANTY DEED	GREELEY MARGARET M ROBERTS DERLINE ROBERTS JAMES C JR	MORRISON ELIZABETH J	11/14/1963	11/7/1963	00010193	DR	501	586	

**Click "File Date"** (arrow pointing to Date Recorded column)

[Get Selected Documents](#)      [Property Report for Selected](#)

[Remove Selected](#)      [Move Selected To:](#)  [Copy Selected To:](#)  [Create Empty Section:](#)

[Switch Edit Mode for Selected](#)      [Add Rows:](#)

[Verify/Re-key Selected](#)

## Step 2 – Download Documents – “Click (\*) for All or Click Selected

Legal - Addition / Survey: westview Lot: 8 Block: 1 [edit](#)

User: Cones, Paul  
 County: Denton  
 Plant Date From - 05/12/1854 To - 06/28/2018

* Addition/Survey	Lot	Block	Vol/Abstract	Page	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	DocumentID	Book	Volume	Page	Appraisal ID
<input type="checkbox"/>	WESTVIEW	8	1	407	519	WARRANTY DEED	ROBERTS JAMES C JR	MORRISON FRANK B JR	11/14/1963	11/7/1963	00010193	DR	501	586	
<input type="checkbox"/>	WESTVIEW SUBD DENTON	8	1	407	519	GENERAL W/D	ROBERTS DERLINE MORRISON JULIA D EXTR	MORRISON ELIZABETH J GREELEY MARGARET M	1/3/2002	1/2/2001	00000927	RP	4995	2630	
<input type="checkbox"/>	WESTVIEW SUBD DENTON	8	1	407	519	DEED OF TRST	MORRISON ELIZABETH J DEC GREELEY MARGARET M	DICKENS MICHAEL G SUNTRUST MTG INC	1/3/2002	1/2/2002	00000928	RP	4995	2633	
<input type="checkbox"/>	WESTVIEW	8	1	407	519	RELEASE	DICKENS MICHAEL G PHH MTG CORP	DICKENS MICHAEL G DICKENS MICHAEL G	3/16/2011	3/11/2011	00024154				
<input checked="" type="checkbox"/>	WESTVIEW	8	1	407	519	DEED OF TRUST	HOLAMON HALLIE	MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047117				
<input checked="" type="checkbox"/>	WESTVIEW	8	1	407	519	GENERAL WARRANTY DEED	FRUSHOUR MATTHEW C	FAIRWAY INDEPENDENT MTG	5/4/2012	5/1/2012	00047116				R22074
<input type="checkbox"/>	WESTVIEW	8	1	407	519	DEED OF TRUST	DICKENS MICHAEL G	HOLAMON HALLIE	5/4/2012	5/1/2012	00047117				
<input type="checkbox"/>	WESTVIEW	8	1	407	519	GENERAL WARRANTY DEED	DICKENS MICHAEL G	HOLAMON HALLIE	5/4/2012	5/1/2012	00047116				R22074

**Click (\*) for ALL Documents** (arrow pointing to \* column)

**Click Boxes for Selected Documents** (arrow pointing to checkboxes)

[Get Selected Documents](#)      [Property Report for Selected](#)

[Remove Selected](#)      [Move Selected To:](#)  [Copy Selected To:](#)  [Create Empty Section:](#)

[Switch Edit Mode for Selected](#)      [Add Rows:](#)

[Verify/Re-key Selected](#)

<input type="checkbox"/>	WESTVIEW	8	1	407	519	DEED OF TRUST	HOLAMON HALLIE	MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047117				
<input type="checkbox"/>	WESTVIEW	8	1	407	519	GENERAL WARRANTY DEED	FRUSHOUR MATTHEW C	FAIRWAY INDEPENDENT MTG	5/4/2012	5/1/2012	00047116				R22074

[Get Selected Documents](#) ← **To Download - Click Here**      [Property Report for Selected](#)

[Move Selected To:](#)

**Important Note:** When clicking “Get Selected Documents” this is when you are charged for documents. There’s no charge to add Documents to a Report you are charged when clicking Get Selected Documents.

# Viewing & Hyperlinking Documents

To view a Document, Click on the Image Number of the Documents

Legal - Addition / Survey: westview Lot: 8 Block: 1 [edit](#)

User: Corbett, Paul  
County: Denton  
Plant Date From - 05/12/1854 To - 06/28/2018

Click on Image # to View Documents

* Addition/Survey	Lot	Block	Vol/Abstract	Page	Acres	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book	Volume	Page	Appraisal ID	Copy   Image
WESTVIEW	8	1	407	519		WARRANTY DEED	ROBERTS JAMES C JR	MORRISON FRANK B JR	11/14/1963	11/7/1963	00010193	DR	501	586		1963.10193   TX:DE:DI:1963.10193
WESTVIEW SUBD DENTON	8	1	407	519		GENERAL W/D	ROBERTS DERLINE	MORRISON ELIZABETH J	1/3/2002	1/2/2001	00000927	RP	4995	2630		2002.927   TX:DE:DI:2002.927
WESTVIEW SUBD DENTON	8	1	407	519		DEED OF TRST	MORRISON ELIZABETH J DEC	DICKENS MICHAEL G	1/3/2002	1/2/2002	00000928	RP	4995	2633		2002.928   TX:DE:DI:2002.928
WESTVIEW	8	1	407	519		RELEASE	DICKENS MICHAEL G	DICKENS MICHAEL G	3/16/2011	3/11/2011	00024154					2011.24154   TX:DE:DI:2011.24154
WESTVIEW	8	1	407	519		DEED OF TRUST	HOLAMON HALLIE	MORTGAGE ELEC REGISTRAT	5/4/2012	5/1/2012	00047117					2012.47117   TX:DE:DI:2012.47117
WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	FRUSHOUR MATTHEW C	FAIRWAY INDEPENDENT MTG	5/4/2012	5/1/2012	00047116			R22074		2012.47116   TX:DE:DI:2012.47116

Get Selected Documents [Property Report for Selected](#)

Remove Selected [Move Selected To:](#)  [Copy Selected To:](#)  [Create Empty Section:](#)  New Report Name:  Report

Switch Edit Mode for Selected [Add Rows:](#)  1

Verify/Re-key Selected

To Copy a Hyperlink to a Document, Click on File # (Copy) to left of Image #

Legal - Addition / Survey: westview Lot: 8 Block: 1 [edit](#)

User: Corbett, Paul  
County: Denton  
Plant Date From - 05/12/1854 To - 06/28/2018

Click once on File # to Copy Hyperlink

* Addition/Survey	Lot	Block	Vol/Abstract	Page	Acres	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book	Volume	Page	Appraisal ID	Copy   Image
WESTVIEW	8	1	407	519		WARRANTY DEED	ROBERTS JAMES C JR	MORRISON FRANK B JR	11/14/1963	11/7/1963	00010193	DR	501	586		1963.10193   TX:DE:DI:1963.10193
WESTVIEW SUBD DENTON	8	1	407	519		GENERAL W/D	ROBERTS DERLINE	MORRISON ELIZABETH J	1/3/2002	1/2/2001	00000927	RP	4995	2630		2002.927   TX:DE:DI:2002.927
WESTVIEW SUBD DENTON	8	1	407	519		DEED OF TRST	MORRISON ELIZABETH J DEC	DICKENS MICHAEL G	1/3/2002	1/2/2002	00000928	RP	4995	2633		2002.928   TX:DE:DI:2002.928
WESTVIEW	8	1	407	519		RELEASE	DICKENS MICHAEL G	DICKENS MICHAEL G	3/16/2011	3/11/2011	00024154					2011.24154   TX:DE:DI:2011.24154
WESTVIEW	8	1	407	519		DEED OF TRUST	HOLAMON HALLIE	MORTGAGE ELEC REGISTRAT	5/4/2012	5/1/2012	00047117					2012.47117   TX:DE:DI:2012.47117
WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	FRUSHOUR MATTHEW C	FAIRWAY INDEPENDENT MTG	5/4/2012	5/1/2012	00047116			R22074		2012.47116   TX:DE:DI:2012.47116

Get Selected Documents [Property Report for Selected](#)

Remove Selected [Move Selected To:](#)  [Copy Selected To:](#)  [Create Empty Section:](#)  New Report Name:  Report

Switch Edit Mode for Selected [Add Rows:](#)  1

Verify/Re-key Selected

Note: Users have the ability to Click once on the Clerk's File Number in the "Copy" column and immediately paste the File Number with the Hyperlink to the document into a report or into a Title Commitment.

**Example:** Being that certain Deed from Michael Dickens and wife, Margaret Dickens to Matthew Frushour and Hallie Holamon and recorded May 4, 2012 under Clerk's File Number [2012.47116](#) Denton County, Texas.

**Attention:** Landmen & Abstracters – this next section is specific to Title Examiners in the Title Insurance industry who are building Title Commitments. Instead of removing from this Training Manual we decided to leave it in so you can (1) how Title Examiners perform their work and; (2) so you may learn from their processes. Thanks!

### Let's Review – what did we just do?

- Ran Legal Search (looked for gaps in chain)
- Added All or Selected to Report
- Ran Name of Husband
- Added All or Selected to Report
- Run Wife' Name (or other Parties)
- Added All or Selected to Report
- Download Document Images

### Schedule “A” and Schedule “C” are complete:

Perform Legal Search (look for gaps in chain); run Name Search for all parties (one or two transactions, re: underwriting requirements); and, read and reviewed the documents.

### Schedule A: (Done)

- Legal Name of Owners
- Legal Description of Property

### Schedule C: (Done)

- Outstanding Voluntary Liens
- Outstanding Involuntary “Adverse” Liens

## Search Schedule B:

**Schedule B includes:** Deed Restrictions, Easements, Plats, Lease and other encumbrances:

Denton County      Plant Date 05/12/1854-06/28/2018      GF/Job# Complimentary      New Report

**Click Restriction Search**

Legal Searches [Legal](#) [Restrictions/Plats](#) [Easements](#) [Leases](#) [Starters](#) [Plats](#) [Plats & Starters \\*New\\*](#)  
Name Searches [General](#) [Adverse Lien](#) [Grantor/Grantee](#) [Deeds](#) [Releases](#)  
Other Searches [Document Search](#) [Divorces](#) [Probates](#)

ORDER HERE    Out of County    Smart Starter    Update & Monitor    Historical Records    GIS Maps    Return

# Restrictions/Plats

[Clear Form](#)

Search by Subdivision

Subdivision/Survey

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Party

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Volume

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Page

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File Date  to



Westview  
Enter: westview

## Results and Add to Report

Add All	Addition	Lot	Block	Vol/Abstract	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book Type	Volume	Page
Add X	WESTVIEW SUBD BEAUMONT R			A-0031	24.89	RESTRICTIONS	WESTVIEW SUBD ADDN LAMBERT MERLE E COLE HM SNELLING RUSSELL E	PUBLIC	3/4/1955	1/29/1955	00001337	DR	407	514

## View Report

Report Management | [View Report](#) ← Click View Report  
 Restrictions/Plats - SubdivisionSurvey: westview ← New "Restriction" Category

4 searches found results - see summary search results in the tab below

Results for: Restrictions/Plats - SubdivisionSurvey: westview  
 Displaying 3 records on Page 1/1 of 3 Total Records  
 Current Page: 1 | Number of Records Per Page: 100

Add All	Addition	Lot	Block	Vol/Abstract	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book Type	Volume	Page
Remove	WESTVIEW SUBD BEAUMONT R			A-0031	24.89	RESTRICTIONS	WESTVIEW SUBD ADDN LAMBERT MERLE E COLE HM SNELLING RUSSELL E	PUBLIC	3/4/1955	1/29/1955	00001337	DR	407	514

**Note:** When viewing a Report, you will notice a new "Restriction" portion of the Report:

Legal - Addition / Survey: westview Lot: 8 Block: 1 edit

User: Cones, Paul  
 County: Denton  
 Plant Date From - 05/12/1854 To 06/28/2018

Addition/Survey	Lot	Block	Vol/Abstract	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book Volume	Page	Appraisal ID	Copy   Image
WESTVIEW	B 1	407	519		WARRANTY DEED	ROBERTS JAMES C JR MORRISON FRANK B JR	MORRISON FRANK B JR	11/14/1963	11/7/1963	00010193	DR 501	586		1963.10193   TX:DE:0011963.10193
WESTVIEW SUBD DENTON B	1	407	519		GENERAL W/D	ROBERTS DERLINE MORRISON JULIA D EXTR	MORRISON ELIZABETH J GREELEY MARGARET M	3/3/2002	3/2/2001	00000927	RP 4995	2630		2002.927   TX:DE:0012002.927
WESTVIEW SUBD DENTON B	1	407	519		DEED OF TRST	MORRISON ELIZABETH J DEC GREELEY MARGARET M	DICKENS MICHAEL G SUNTRUST MTG INC	1/3/2002	1/2/2002	00000928	RP 4995	2633		2002.928   TX:DE:0012002.928
WESTVIEW	B 1	407	519		RELEASE	DICKENS MICHAEL G PHH MTG CORP	DICKENS MICHAEL G	3/16/2011	3/11/2011	00024154				2011.24154   TX:DE:0012011.24154
WESTVIEW	B 1	407	519		DEED OF TRUST	HOLAMON HALLIE FRUSHOUR MATTHEW C	DICKENS MARGARET M MORTGAGE ELIC REGISTRARS	5/4/2012	5/1/2012	00047117				2012.47117   TX:DE:0012012.47117
WESTVIEW	B 1	407	519	9592	GENERAL WARRANTY DEED	FRUSHOUR MATTHEW C DICKENS MICHAEL G	HOLAMON HALLIE	5/4/2012	5/1/2012	00047116			R22074	2012.47116   TX:DE:0012012.47116
WESTVIEW	B 1	407	519			DICKENS MARGARET M FRUSHOUR MATTHEW C								

Get Selected Documents  
 Remove Selected  
 Switch Edit Mode for Selected  
 Verify/Re-key Selected

Property Report for Selected  
 Move Selected To: Copy Selected To: Create Link Section  
 Add Rows: 1  
 Restrictions/Plats - SubdivisionSurvey: westview New Report Name: Report

**"New" Restriction Category Report/Runsheets**

Restrictions/Plats - SubdivisionSurvey: westview edit

User: Cones, Paul  
 County: Denton  
 Plant Date From - 05/12/1854 To 06/28/2018

Addition/Survey	Lot	Block	Vol/Abstract	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book Volume	Page	Appraisal ID	Copy   Image
WESTVIEW SUBD A-0031			24.89		RESTRICTIONS	LAURET MERLE E SNELLING RUSSELL E WESTVIEW SUBD ADDN	PUBLIC	3/4/1955	1/29/1955	00001337	DR 407	514	1355.1337	TX:DE:0011355.1337

Get Selected Documents  
 Remove Selected  
 Switch Edit Mode for Selected  
 Verify/Re-key Selected

Property Report for Selected  
 Move Selected To: Copy Selected To: Create Link Section  
 Add Rows: 1  
 Legal - Addition / Survey: westview Lot: 8 Block: 1 New Report Name: Report

# Easements

[Clear Form](#)

Search  
by Subdivision

Subdivision/Survey

westview

Westview

Party

Enter: westview

Volume

Page

File Date

Search

Report Management | [View Report](#) | [Click View Report](#)

New ▾ Easements - SubdivisionSurvey: westview **New "Easement" Category**

6 searches found results - see summary search results in the tab below

Results for: Easements - SubdivisionSurvey: westview  
 Displaying 2 records on Page 1/1 of 2 Total Records  
 Current Page: 1 | Number of Records Per Page: 100 ▾

Add All	Addition	Lot	Block	Vol/Abstract	Page	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book Type	Volume	Page
	WESTVIEW SUBD WESTVIEW SUBD WESTVIEW SUBD WESTVIEW SUBD WESTVIEW SUBD See Report...	6 3 10 3	3 1 3	See Report... See Report... See Report...	See Report...	DEDICATION DEED	SNELLING RUSSELL E LAMBERT MERLE E COLE HOYT M COLE HM	DENTON CITY	3/4/1955	1/29/1955	00001339	DR	407	517
	WESTVIEW SUBD DENTON BEAUMONT ROBERT	4	6	407 31	519	EASEMENT	MCNEILL GLADYS E	DENTON CITY	2/6/1997	11/21/1996	00007708			

**Note:** When viewing a report, you will notice a new "Easement" portion of the Report:

Legal - Addition / Survey: westview Lot: 8 Block: 1

User: Cones, Paul  
 County: Denton  
 Plant Date From - 05/12/1954 To - 06/28/2018

Addition/Survey	Lot	Block	Vol/Abstract	Page	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book	Volume	Page	Aerial ID	Copy   Image
WESTVIEW	8	1	407	519	WARRANTY DEED	ROBERTS DERLINE	MORRISON ELIZABETH J	11/14/1963	11/7/1963	00010193	DR	501	586	1963.10193	TX:DE:DTJ:1963.10193
WESTVIEW SUBD DENTON	1	407	519		GENERAL W/D	ROBERTS JAMES C JR	MORRISON FRANK B JR	1/3/2002	1/2/2001	00000927	RP	4995	2630	2002.927	TX:DE:DTJ:2002.927
WESTVIEW SUBD DENTON	1	407	519		DEED OF TRST	MORRISON JULIA D EXTR	GRIELEY MARGARET M	1/3/2002	1/2/2002	00000928	RP	4995	2633	2002.928	TX:DE:DTJ:2002.928
WESTVIEW	8	1	407	519	RELEASE	GRIELEY MARGARET M	DICKENS MARGARET M	3/16/2011	3/11/2011	00024154				2011.24154	TX:DE:DTJ:2011.24154
WESTVIEW	8	1	407	519	DEED OF TRUST	FRUSHOUR MATTHEW C	DICKENS MICHAEL G	5/4/2012	5/1/2012	00047117				2012.47117	TX:DE:DTJ:2012.47117
WESTVIEW	8	1	407	519	GENERAL WARRANTY DEED	HOLAMON HALLIE	MORTGAGE ELEC REGISTRAR	5/4/2012	5/1/2012	00047116				2012.47116	TX:DE:DTJ:2012.47116
				9592		DICKENS MICHAEL G	HOLAMON HALLIE								

Get Selected Documents | [Property Report for Selected](#)

Remove Selected | [Move Selected To:](#)  | [Copy Selected To:](#)  | [Create Empty Section:](#)

Switch Edit Mode for Selected | [Add Rows:](#)

Verify/Re-key Selected

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Restrictions/Plats - SubdivisionSurvey: westview

User: Cones, Paul  
 County: Denton  
 Plant Date From - 05/12/1954 To - 06/28/2018

Addition/Survey	Lot	Block	Vol/Abstract	Page	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book	Volume	Page	Copy   Image	
WESTVIEW SUBD A-0031	24.89				RESTRICTIONS	COLE HM	PUBLIC	3/4/1955	1/29/1955	00001337	DR	407	514	1955.1337	TX:DE:DTJ:1955.1337
						LAMBERT MERLE E SNELLING RUSSELL E WESTVIEW SUBD ADDN:									

Get Selected Documents | [Property Report for Selected](#)

Remove Selected | [Move Selected To:](#)  | [Copy Selected To:](#)  | [Create Empty Section:](#)

Switch Edit Mode for Selected | [Add Rows:](#)

Verify/Re-key Selected

**New "Easement" Category**

Easements - SubdivisionSurvey: westview

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User: Cones, Paul  
 County: Denton  
 Plant Date From - 05/12/1954 To - 06/28/2018

Addition/Survey	Lot	Block	Vol/Abstract	Page	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID
BEAUMONT ROBERT			31		EASEMENT	MCNEILL GLADYS E	DENTON CITY	2/6/1997	11/21/1996	00007708
WESTVIEW SUBD DENTON	4	6	407	519						

Get Selected Documents | [Property Report for Selected](#)

Remove Selected | [Move Selected To:](#)  | [Copy Selected To:](#)  | [Create Empty Section:](#)

**Note:** By keeping Legal Search plus Name search in one part of the Report and the Restrictions, Easements, Leases and Plats separate but within the same Report it makes it easier to distinguish each portion of the Runsheet.

## Let's Review – what did we just do?

- Searched for Deed Restrictions by Legal
- Added to Report
- Searched for Easements by Legal
- Added to Report

### Schedule B: (Done)

## Additional Schedule B Hints and Examples:

### General Search - Restrictions/Plat/Easement Search

“General Search” is a powerful search tool because it has the capability to pull back thousands of records at once. Therefore, when running a General Search against a Subdivision Name it will return ALL records with that name. You will likely see the Plat Dedication, Restrictions, Easements and sometimes the 1<sup>st</sup> Deed out of the subdivider so long as the subdivision was platted after beginning plant date. It's prudent to run a separate Restriction and Easement search but running the Subdivision Name with the General Search provides a comprehensive and quick snapshot of all activity when the subdivision was platted.

## General Search and Filtered Searches

**Note:** Most Restrictions and Easement dedications are usually created at the time of platting. You will likely run a separate Restriction or Easement search but this will provide a quick snapshot of what to expect.

### General

[Clear Form](#)

Term

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Date  to

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**Searching Subdivision Name with "General" search will return ALL records with Subdivision Name in all Fields.**

**Therefore, search results will include Plats, Restrictions, Easements and typically first deed out of the subdivider.**

Add	WALNUT PLACE			80220	1047	8432		PLAT	WALNUT PL ADDN	SMITH PAUL L & JA 11 & VERNO JR		
Add	WALNUT PLACE 3 ADDN GARL	3	1	73168	2001			LEASE	HEAD INV CO	HAMILTON ROBERT L	11/7/1980	1
Add	WALNUT PLACE ADDN DAL 8432	1	G	80220	1047	8432		EASEMENT	SMITH PAUL L	DALLAS P&L CO	7/1/1981	1
Add	WALNUT PLACE ADDN DAL 8432	1	C	80220	1047	8432			WALNUT PL LTD	SOUTHWESTERN BELL TELEPH		
Add	WALNUT PLACE			80220	1047	8432		MECH LN AFF	STONEY BROOK A STONEY BROOK APT P S WALNUT PL LTD	ROGERS LARRY D ROGERS LARRY D AGENT SLAUGHTER IND	8/7/1981	1
										SLAUGHTER IND INC		

**Note:** “Restriction”; “Easement” and “Lease” are “filtered” searches matched against all applicable document types. In the case of a Restrictions Search this would include document types such as Plat, Management Certificate, Declaration, Ordinance, Covenant to the Subdivision name and return the results.

## Filtered Searches - Restrictions

As stated above, it's wise to run a separate filtered search for Restrictions and Easement when preparing a Title Commitment.

**Example:** Travis County

## Restrictions/Plats

Search Restrictions

[Clear Form](#)

Subdivision/Survey

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Party

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File Date  to

---

← Vista Ridge Oaks  
Travis County, TX

Add All	Freeform Legal	Subdivision	Lot	Phase	Document Type	Grantor	Grantee	File Date
Add	Book and Page: PL 77 393 Microfilm Code: N/A Addtl Rest: N/A Resub: N Surveyed: N/A Restrictions: N/A 6866/1923Microfilm#:				PLATS	VISTA RIDGE OAKS	HAVERLAH DENNIS W HAVERLAH SHIRLEY A	4/30/1979
Add	Book and Page: PL 77 393 Microfilm Code: N/A Addtl Rest: N/A Resub: N Surveyed: N/A Restrictions: N/A 6866/1923Microfilm#:				PLATS	VISTA RIDGE OAKS PLAT	HAVERLAH DENNIS W HAVERLAH SHIRLEY A	4/30/1979
Add		VISTA RIDGE OAKS VISTA RIDGE OAKS VISTA RIDGE OAKS VISTA RIDGE OAKS	13 4 3 2 1		RESTRICT	VISTA RIDGE OAKS HAVERLAH DENNIS W HAVERLAH SHIRLEY A	PUBLIC	1/23/1980
Add		VISTA RIDGE OAKS	16		CERTIF	SCARBOROUGH PAUL	TEXAS NATURAL RESOURCES CONSERVATION COMMISSION	12/19/2002
Add		VISTA RIDGE OAKS SUBD	12		ORDINANCE	CITY OF CEDAR PARK	PUBLIC THE	3/20/2003
Add	SEE INSTRUMENT	VISTA RIDGE OAKS VISTA RIDGE OAKS VISTA RIDGE OAKS VISTA RIDGE OAKS VISTA RIDGE OAKS See Report...	8 7 7 6 5 See Report...		AMEND	BLOMQUIST HERBERT T BLOMQUIST PANELA R KINNAS CYNTHIA S KINNAS SPYROS A MORGAN CALVIN K See Report...	PROPERTY OWNERS ASSOCIATION FOR VISTA RIDGE PUD OF	10/9/2003

**Example –** Tarrant County

## Restrictions/Plats

Search Restrictions

[Clear Form](#)

Subdivision/Survey

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Party Name

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Volume/Cab

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Page/Slide

---

File Date  to

---

← Willowstone  
Tarrant County, TX

Add All	PlatInformation	PlatSlide	Addition	Lot	Survey	Block	AbstractNumber	FreeFormLegal	DocumentType	Grantor	Grantee	Date	DocumentID	Volume	Page
Add	A A	6630 5590	WILLOWSTONE EST SEC 1 MANSFIELD WILLOWSTONE EST SEC 1 MANSFIELD WILLOWSTONE EST SEC 1 MANSFIELD WILLOWSTONE EST SEC 1 MANSFIELD WILLOWSTONE EST SEC 1 MANSFIELD See Report...	9 9 9 9 9 See Report...	See Report...	6 5 4 3 2 See Report...	See Report...	See Report...	PLAT	WILLOWSTONE EST SEC 1 AD BECO MA LP LENNAR HOMES TEX LAND&CO	FR ABST 1648 FR ABST 645 FR VOL A 5590	5/7/2001	201100266	A	6630
Add	A	6630	WILLOWSTONE EST SEC 1 MANSFIELD		HARRIS		645		AMD RESTRCTN	WILLOWSTONE ADDN LENNAR HOMES TEX LAND&CO LENNAR TEX HOLDING CO	N A	1/10/2002	202009555	15391	175
Add	A	6630	WILLOWSTONE EST SEC 1 MANSFIELD WILLOWSTONE EST SEC 1 MANSFIELD WILLOWSTONE EST SEC 1 MANSFIELD WILLOWSTONE EST SEC 1 MANSFIELD	8 7 6 5 4		6 6 6 6			AMD RESTRCTN	WILLOWSTONE ADDN LENNAR HOMES TEX LAND&CO LENNAR TEX HOLDING CO	N A	1/10/2002	202009556	15391	176

Filtered Searches - Easements

To perform an "Easement" enter the Subdivision/Survey name or you may choose to run the Developer's or Owners' name.

### Search by Subdivision Name

## Easements

[Clear Form](#)

Search

Addition

← Waters Edge Subdivision

Party

Enter: waters e

File Date  to

Add All	Map Slide	Free Form	Addition	Lot	Block	Section	Phase	Reserve	Doc. Type	Grantor	OR Title	Grantee	EE Title	Date	Inst. Number
Add		WATERS EDGE COLONY LAKES 1							AGREEMNT	HOUSTON LIGHTING & POWER COMPANY COLONY BAY LIMITED		HOUSTON LIGHTING & POWER COMPANY COLONY BAY LIMITED		4/25/1995	9522397
Add		WATERS EDGE COLONY LAKES 2							AGREEMNT	HOUSTON LIGHTING & POWER COMPANY COLONY BAY LIMITED		HOUSTON LIGHTING & POWER COMPANY COLONY BAY LIMITED		4/25/1995	9522398
Add	1366A 1366B		WATERS EDGE AT COLONY LAKES SEC ONE WATERS EDGE AT COLONY LAKES SEC ONE WATERS EDGE AT COLONY LAKES SEC ONE WATERS EDGE AT COLONY LAKES SEC ONE	5 2 1	1 1 1	1 1 1		A	EASEMENT	COLONY BAY LIMITED MARILYN INVESTMENTS INC		HOUSTON LIGHTING & POWER COMPANY		5/2/1995	9524071

### Search by Owner/Developer Name:

## Easements

[Clear Form](#)

Search

Addition

Party

← Colony Bay Limited

File Date  to

Enter: colony bay

Add All	Map Slide	Free Form	Addition	Lot	Block	Section	Acreage	Abstract Number	Reserve	Doc. Type	Grantor	OR Title	Grantee	Date	Inst. Number
Add		3.017 AC A89								EASEMENT	FROST JM III		COLONY BAY LEVEE IMPROVEMENT DISTRICT	7/22/1985	8535247
Add			BRIGHT DAVID LEAGUE STAFFORD WILLIAM LEAGUE				0.062 0.062	13 89		SANITARY SEWER EASEMENT	COLONY BAY LIMITED MARILYN INVESTMENTS INC		FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO 46	11/4/1994	9473506
Add		WATERS EDGE COLONY LAKES 1								AGREEMNT	COLONY BAY LIMITED HOUSTON LIGHTING & POWER COMPANY		HOUSTON LIGHTING & POWER COMPANY	4/25/1995	9522397

### Filtered Searches – Leases and/or Oil, Gas and Minerals

When searching for mineral reservations or leases affecting property the "Lease" search can be useful. Although it's called a "Lease" search it is search any and all oil and gas instruments such as Mineral Deeds, Royalty Deeds, Pooling Agreements, etc.

# Leases

[Clear Form](#)

Subdivision/Survey

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Party  ← **John Roberts**

---

Volume

---

Page

---

File Date  to

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**Searching**

**Enter: Roberts J**

Add	Addition	Lot	Block	Vol/Abstract	Page	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID
Add	IZOD J IZOD J					50 48.1	OIL AND GAS LEASE	ROBERTS JOHN E ROBERTS MILDRED	ANCO GAS CORP	1/23/1948	11/25/1947	00000398
Add	HARRIS A HARRIS A HARRIS A					8 12 1/2 107 1/2	OIL AND GAS LEASE	ROBERTS JOHN F ROBERTS GRACE S	IRION MR DELCAMBRE A JR CLINGINGSMITH JOHNNY	12/12/1951	10/13/1951	00005757
Add	AYERS J			A-0002		200	ASSIGNMENT OF LEASE	HANCOCK CH	ROBERTS JOHN C	1/8/1955	12/4/1953	00000133
Add	REED W			A-1073		50	OIL AND GAS LEASE	ROBERTS JOHN C ROBERTS NELL A	TRENTMAN HARRY C JR	1/18/1955	10/23/1954	00000330
Add	COUNTRY OAKS EST ADDN REV	2	1	F		157	O&G MEMO LEASE	ROBERTS JOHN A ROBERTS BARBARA A	ARRINGTON DAVID H OIL&GA	4/12/2006		00043155
Add	COUNTRY OAKS EST ADDN REV	2	1	F		157	O&G LSE AMD	ROBERTS JOHN A ROBERTS BARBARA A	XTO ENERGY INC	12/22/2008		00134776

# Plats

Plats are required when searching Residential properties for Title Insurance.

To download Plats Click "Plats":

**Denton County** **Plant Date 05/12/1854-06/28/2018** **GF/Job# Complimentary** [New Report](#)

[Legal Searches](#) [Legal Restrictions/Plats](#) [Easements](#) [Leases](#) [Starters](#) [Plats](#) ← **Click Plats**

Name Searches [General](#) [Adverse Lien](#) [Grantor/Grantee](#) [Deeds](#) [Releases](#)

Other Searches [Document Search](#) [Divorces](#) [Probates](#)

[ORDER HERE](#) [Out of County](#) [Smart Starter](#) [Update & Monitor](#) [Historical Records](#) [GIS Maps](#) [Return](#)

# Plats

[Clear Form](#)

Subdivision  ← **Westview**

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Volume

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Page

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Developer

---

General Term

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Date  to

---

**Search by Subdivision**

**Enter: westview**

Report Management | [View Report](#) ← Click - View Report  
 Plats - Subdivision: mcadams ← Plat Search Name

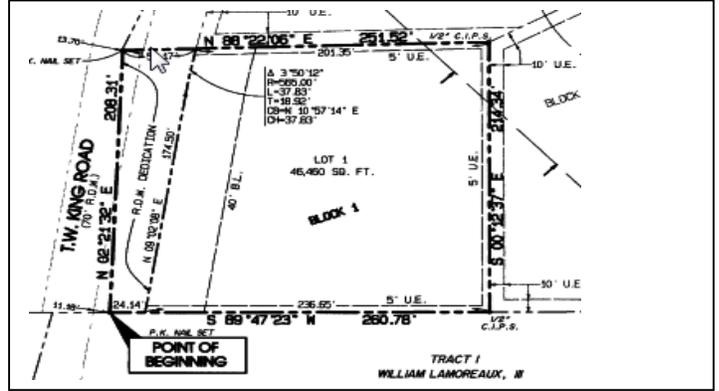
5 searches found results - see summary search results in the tab below

Results for: Plats - Subdivision: mcadams  
 Displaying 1 records on Page 1/1 of 1 Total Records  
 Current Page: 1 Number of Records Per Page: 100

Add All	Subdivision	Developer	Book	Cabinet	Slide	File Date	Document Number	Pages
Remove	MCADAMS ADDN LT 1 BLK 1 FINAL MCADAMS ADDN	JOHNSON LINNIE	PLAT	T	400	8/21/2001	2001-R086687	2

REVIEW  
 2600  
 -30-01

**FINAL PLAT**  
 OF  
**LOT 1, BLOCK 1**  
**McADAMS ADDITION**  
 BEING  
**1.242 ACRES**  
 SITUATED IN THE  
**R.D. PRICE SURVEY, ABSTRACT No. 992**  
**CITY OF SOUTHLAKE, DENTON COUNTY, TEXAS**  
**1 RESIDENTIAL LOT**  
 JUNE, 2000 ZA00-077  
 THIS PLAT FILED IN CABINET T SLIDE 400 DATED \_\_\_\_\_ 2



## Saving Reports

There are four (4) formats in which Runsheets can be saved, MsWord, MsExcel, Print Mode and Email:



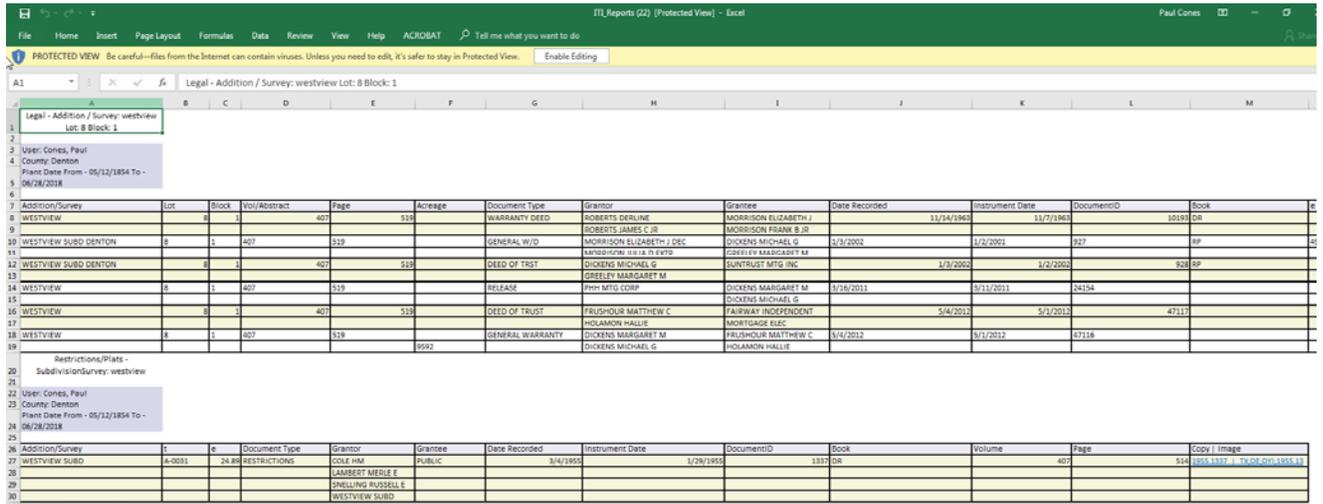
- 1) **MS Word** – this is the most common format for saving Runsheets by Title Examiners. This allows the search to save as a Word which is easily saved to Title Agent software such as Softpro or Ramquest

Legal - Addition / Survey: westview Lot: 8 Block: 1

User: Cones, Paul  
 County: Denton  
 Plat Date From - 05/12/1854 To - 06/28/2018

Addition/Survey	Lot	Block	Vol/Abstract	Page	Acres	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book	Volume	Page	Appraisal ID	Copy   Image
WESTVIEW	8	1	407	519		WARRANTY DEED	ROBERTS DERLINE ROBERTS JAMES C JR	MORRISON ELIZABETH J MORRISON FRANK B JR	11/14/1963	11/7/1963	00010193	DR	501	586	1963.10193	<a href="#">TX:DE:DYI:1963.10193</a>
WESTVIEW SUBD DENTON	8	1	407	519		GENERAL W/D	MORRISON ELIZABETH J DEC MORRISON JULIA D EXTR	DICKENS MICHAEL G GREELEY MARGARET M	1/3/2002	1/2/2001	00000927	RP	4995	2630	2002.927	<a href="#">TX:DE:DYI:2002.927</a>
WESTVIEW SUBD DENTON	8	1	407	519		DEED OF TRST	DICKENS MICHAEL G GREELEY MARGARET M	SUNTRUST MTG INC	1/3/2002	1/2/2002	00000928	RP	4995	2633	2002.928	<a href="#">TX:DE:DYI:2002.928</a>
WESTVIEW	8	1	407	519		RELEASE	PHH MTG CORP	DICKENS MARGARET M	3/16/2011	3/11/2011	00024154				2011.24154	<a href="#">TX:DE:DYI:2011.24154</a>

- 2) **MS Excel** – this is the most common format for saving Runsheets by Oil & Gas Landmen. This allows the Landman to make comments and easily edit the Runsheets and save to Landman software programs such as iLandman.



- 3) **Print Mode** – allows the researcher to cut and paste all or a portion of the runsheet to a word document, excel spreadsheet or email. It essentially removes the checkboxes along the left side and drops the information into a flat file

Legal - Addition / Survey: westview Lot: 8 Block: 1

User: Cones, Paul  
County: Denton  
Plant Date From - 05/12/1854 To - 06/28/2018

Addition/Survey	Lot	Block	Vol/Abstract	Page	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book	Volume	Page	Appraisal ID	Copy   Image
WESTVIEW	8	1	407	519		WARRANTY DEED	ROBERTS DERLINE ROBERTS JAMES C JR	MORRISON ELIZABETH J MORRISON FRANK B JR	11/14/1963	11/7/1963	00010193	DR	501	586		1963.10193   TX:DE:DI:1963.10193
WESTVIEW SUBD DENTON	8	1	407	519		GENERAL W/D	MORRISON ELIZABETH J DEC MORRISON JULIA D EXTR	DICKENS MICHAEL G GREELEY MARGARET M	1/3/2002	1/2/2001	00000927	RP	4995	2630		2002.927   TX:DE:DI:2002.927
WESTVIEW SUBD DENTON	8	1	407	519		DEED OF TRST	DICKENS MICHAEL G GREELEY MARGARET M	SUNTRUST MTG INC	1/3/2002	1/2/2002	00000928	RP	4995	2633		2002.928   TX:DE:DI:2002.928
WESTVIEW	8	1	407	519		RELEASE	PHH MTG CORP	DICKENS MICHAEL G DICKENS MARGARET M	3/16/2011	3/11/2011	00024154					2011.24154   TX:DE:DI:2011.24154
WESTVIEW	8	1	407	519		DEED OF TRUST	FRUSHOUR MATTHEW C HOLAMON HALLIE	FAIRWAY INDEPENDENT MTG MORTGAGE ELEC REGISTRATI	5/4/2012	5/1/2012	00047117					2012.47117   TX:DE:DI:2012.47117
WESTVIEW	8	1	407	519	9592	GENERAL WARRANTY DEED	DICKENS MARGARET M DICKENS MICHAEL G	FRUSHOUR MATTHEW C HOLAMON HALLIE	5/4/2012	5/1/2012	00047116			R22074		2012.47116   TX:DE:DI:2012.47116

Restrictions/Plats - SubdivisionSurvey: westview

User: Cones, Paul  
County: Denton  
Plant Date From - 05/12/1854 To - 06/28/2018

Addition/Survey	Vol/Abstract	Acreage	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book	Volume	Page	Appraisal ID	Copy   Image
WESTVIEW SUBD A-0031	24.89		RESTRICTIONS	COLE HW LAMBERT MERLE E SNELLING RUSSELL E WESTVIEW SUBD ADDN	PUBLIC	3/4/1955	1/29/1955	00001337	DR	407	514		1955.1337   TX:DE:DI:1955.1337

Easements - SubdivisionSurvey: westview

User: Cones, Paul  
County: Denton  
Plant Date From - 05/12/1854 To - 06/28/2018

Addition/Survey	Lot	Block	Vol/Abstract	Page	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Copy   Image
BEAUMONT ROBERT			31		EASEMENT	MCMILL G LADYS EDENTON	CITY	2/6/1997	11/21/1996	00007708	1997.7708   TX:DE:DI:1997.7708
WESTVIEW SUBD DENTON4	6		407	519							

Plats - Subdivision: westview

User: Cones, Paul  
County: Denton  
Plant Date From - 6/7/1965 To - 04/30/2018

Subdivision	Book	Volume	Page	File Date	Document Number	Pages	Copy   Image
WESTVIEW	PLAT	407	519	1/1/19000000-0021724	5		WESTVIEW 407 519 407 519 Plat.tif   TX:DE:PI:WESTVIEW 407 519 407 519 Plat.tif
WESTVIEW LT 4 BLK ONE							
WESTVIEW SUBD	PLAT	407	517	1/1/19000000-0018044	6		WESTVIEW SUBD 407 517 407 517 Plat.tif   TX:DE:PI:WESTVIEW SUBD 407 517 407 517 Plat.tif
WESTVIEW SUBD LT 4 BLK 2							

Starters - Subdivision: westview

User: Cones, Paul  
County: Dallas

Job Number	Lot	Block	Subdivision	County	City	Task Number	Date Entered	GF Number	Bill To Client	Copy   Image
0604893t	5	2	WESTVIEW SUBDIVISION DENTON	DENTON	DENTON	0604893-0016	1/4/2006	19460014235800	CAPITAL TITLE OF TEXAS-DO NOT USE (OFFICE HAS MOVED TO 18111 PRESTON SUITE 500)	604893t   TX:DA:SI:604893t

- 4) **Email** – at the bottom of Report Page there is a box to enter an email address whereby the User can email the entire report to a chosen recipient by adding an email address and clicking: Email Report(s) to: \_\_\_\_\_

Switch Edit Mode for Selected  Add Rows: 1

Verify/Re-key Selected

Starters - Subdivision: westviewedit

User: Cones, Paul  
County: Dallas

Job Number	Lot	Block	Subdivision	County	City	Task Number	Date Entered	GF Number	Bill To Client	Copy   Image
0604893t	5	2	WESTVIEW SUBDIVISION	DENTON	DENTON	0604893-0016	14/2006	1946001423	S800 CAPITAL TITLE OF TEXAS-DO NOT USE (OFFICE HAS MOVED TO 18111 PRESTON SUITE 500)	0604893t   Tx:DA:SI:0604893t

Get Selected Documents

Remove Selected

Move Selected To:  Legal - Addition / Survey: westview Lot: 8 Block: 1

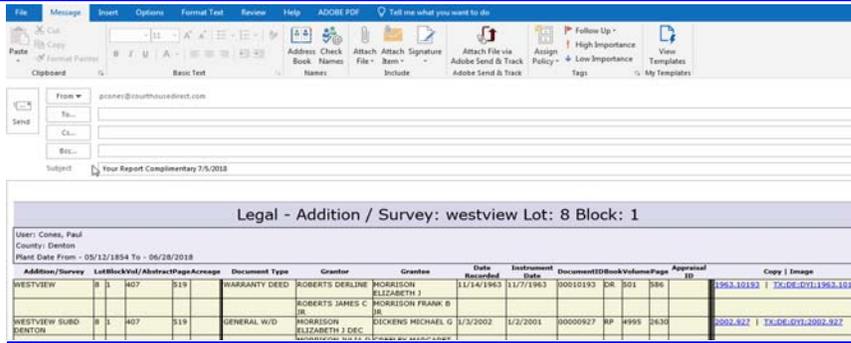
Copy Selected To:  New Report Name: Report

Create Empty Section:

Switch Edit Mode for Selected  Add Rows: 1

Verify/Re-key Selected

Click to Email Report  Email Report(s) To: [pcones@courthousedirect.co](mailto:pcones@courthousedirect.co) | [Save Report\(s\) as MS Word](#) | [Save as MS Excel](#)



Address/Survey	Lot	Block	Abstract	Page	Acres	Document Type	Grantor	Grantee	Date Recorded	Instrument Date	Document ID	Book	Volume	Page	Appraisal ID	Copy   Image
WESTVIEW	5	2	407	519		WARRANTY DEED	ROBERTS DERLINE ROBERTS JAMES C JR	MORRISON MORRISON FRANK B JR	11/14/1993	11/7/1993	00010193	SR	001	368		1993-10193   Tx:DE:DTI:1993-10193
WESTVIEW SUBD DENTON	5	2	407	519		GENERAL W/D	MORRISON ELIZABETH J DEC	DICKENS MICHAEL G	1/3/2002	1/2/2001	00000927	RP	4995	2430		2002-927   Tx:DE:DTI:2002-927

## Adverse/Involuntary Lien Search

**Adverse Liens** – a/k/a Involuntary Liens – Adverse Liens are extremely important when providing title evidence for title insurance or for any type of E&O Report. This includes but is not limited to Federal Tax Liens, State Tax Liens, Abstracts of Judgment, Hospital Liens, Labor & Materialman’s Liens, Mechanic’s Liens, etc.

Legal Searches [Legal Restrictions/Plats](#) [Easements](#) [Leases](#) [Plats](#) [Plats and Starters \\*New\\*](#)  
 Name Searches [General](#) [Adverse Liens](#) [Grantor/Grantee](#) [Deeds](#) [Releases](#)  
 Other Searches [Document Search](#) [APN/TaxID](#) [Probates](#) [Divorces](#) [Divorces 2](#) [Starters](#)

- When searching an “uncommon” name, enter last name only.
- When searching a “common” name, enter Last Name and first letter of First (Given) name; then, add additional letters to narrow the number of search results.

## Adverse Liens

[Clear Form](#)

Party

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Date  to

---

**Search**  
 Individual: Last Name First Name  
 Corporation: Name of Company

**Suggestion: Hill Ray vs. Hill Raymond**

**Note: Less is More**

**Note:** It's important to keep searches as broad as possible to capture ALL possible results. In the example above, it is better to search "Hill Ray" versus "Hill Raymond".

An Adverse Lien search may not be "required" but it's a "belt and suspenders" protection for the search particularly if you are selling title evidence it's important to prove an separate involuntary lien search was performed.

**Sample Search Results:**

Add	SEE INSTR									LIEN		HILL RAYMOND M ETAL HILL JERARD L ETAL	INTERNAL REVENUE SERV	2/5/1996	R772894	
Add	DKT 661156									A/J		HILL RAYMOND D JR EST ETAL HILL WINIFRED S ETAL	BREAKER & EXCAVTR EQUIP CO	9/18/1996	S123365	
Add	SEE INSTR									A/J		E & L CHIPPING CO INC	HILL RAYMOND M	4/7/1997	S394080	
Add	SEE INSTR									T/L		HILL RAYMOND M ETAL HILL JERARD L ETAL	INTERNAL REVENUE SERV	12/19/1997	S782231	
Add	SEE INSTR									LIEN		HILL RAY	TEXAS WORKFORCE COMN ETAL STATE OF TX ETAL	5/22/1998	T034891	
Add	SEE INSTR									LIEN		PHILLIPS KIMBELLE NICOLE	HILL RAYMOND FITZGERALD	2/24/2000	U240507	
Add										LIEN	CHILD SUPPORT	HILL PAMELA RAY	HILL RAYMOND FITZGERALD	6/20/2000	U455905	
Add	SEE INSTR									LIEN		BREEDLOVE KASTALENE	HILL RAYMOND FITZGERALD	10/4/2001	V341626	
Add	SEE INSTR									T/L		HILL RAYMOND ETAL HILL BETTY ETAL	INTERNAL REVENUE SERV	11/12/2001	V415511	
Add	SEE INSTR									T/L		HILL RAYMOND W	INTERNAL REVENUE SERV	12/13/2002	W289192	
Add	DKT CV52C0284637									A/J		UNLIMITED ASSET RECOVERY INC	HILL RAYMOND DORIS	2/8/2010	20100048713	
Add										A/J		HILL RAYMOND ETAL HILL RAYMOND ETAL STATE FARM MUTUAL AUTO INSURANCE CO ETAL	STUBBLEFIELD JACQUELINE W	3/14/2013	20130118064	
Add	FARRINGTON PLACE	399		4					M	0016	060	L/P	FOROUDI HAMID	HILL RAYMOND FITZGERALD ETAL HILL CHARLES LAROF ETAL HILL TERRANCE WAYNE ETAL HARRIS BARBARA RENEE HILL ETAL	1/20/2015	20150022967
Add	BEAUMONT PLACE	436	30	3								CONT	HILL RAY JUNIOR HILL RAY J HILL ELISA F	BOWEN CHARLES	4/20/2018	RP-2018-169330

**Note:** Occasionally, you will pull a Mechanic's Lien which is actually a "Voluntary Lien". The lien filter does not recognize whether a Mechanic's Liens is voluntary or involuntary.

**Releases** – When searching active names for Releases/Satisfactions it is helpful to only display those document types. This can be a huge time saver in lieu of searching through hundreds of records specifically for Releases.

Documents type would include but limited to: Release, Satisfaction, Partial Release, Termination, etc.

Legal Searches [Legal Restrictions/Plats](#) [Easements](#) [Leases](#) [Plats](#) [Plats and Starters \\*New\\*](#)  
 Name Searches [General](#) [Adverse Liens](#) [Grantor/Grantee](#) [Deeds](#) [Releases](#)  
 Other Searches [Document Search](#) [APN/TaxID](#) [Probates](#) [Divorces](#) [Divorces 2](#) [Starters](#)

**Releases**

[Clear Form](#) Search by

Subdivision/Survey  ← Subdivision/Survey or Party Name

---

Party  ← Party Name

---

Volume

Page

---

File Date  to

---

**Sample Results:**

ADD								NO PROPERTY	REL	MORTGAGE ELECTRONIC REGISTRATION SYSTEMS INC	WATERS JAMES L WATERS FRANCES CUDJOE	4/18/2008	20080127513	2008	→	200403158110	DT	2004234	9208	
ADD								NO PROPERTY	REL	MORTGAGE ELECTRONIC REGISTRATION SYSTEMS INC	WATERS JAMES L WATERS FRANCES CUDJOE	4/18/2008	20080127514	2008	→	200403158109	DT	2004234	9195	
ADD	THE CREEKS OF WINDMILL HILL	B	A	2004008	290				REL	MORTGAGE ELECTRONIC REGISTRATION SYSTEMS INC NR STARKEY MTG LLP	WATERS JAMES L WATERS FRANCES CUDJOE	5/16/2008	20080164080	2008	→	200503377464	DT	2005108	8115	
ADD								NO PROPERTY	REL	MORTGAGE ELECTRONIC REGISTRATION SYSTEMS INC NR STARKEY MTG LLP	WATERS JAMES L WATERS FRANCES	6/4/2008	20080183306	2008	→	200600071498 200503377463	DT	0	2005108	9087
ADD									RELEASE	CITIMORTGAGE INC	WATERS JAMES ON ALAN STEELE LISA	1/8/2010	201000004799	2010	→	20070203052				
ADD	CORNITIUS	B	B	79086	984	6392			RELEASE	FROST BANK THE FROST NATIONAL BANK	WATERS JAMES L WATERS FRANCES	5/15/2013	201300151970	2013						
ADD									RELEASE	WELLS FARGO BANK	WATERS JAMES L	6/26/2013	201300305243	2013						
ADD	COLLEGE PARK EAST	B	H	76249	1782				RELEASE	COMERICA BANK PNC BANK	WATERS JAMES HAYDEN WATERS JILL	9/21/2015	201500232725	2015						

**Note:** Release AND Assignments may not always have a Legal description but will reference back to the original Deed of Trust. Therefore to determine whether or not a Release applies to your property may require entering the “Reference” Volume/Page or Clerk’s File Number reference into a “Document Search” or “General” search.

## Document Search

Document Search is useful when you already know the Volume & Page or the Clerk’s File Number to either pull a document or double check the indexed records.

Legal Searches [Legal Restrictions/Plats](#) [Easements](#) [Leases](#) [Starters](#) [Plats](#) [Plats & Starters \\*New\\*](#)  
 Name Searches [General](#) [Adverse Liens](#) [Grantor/Grantee](#) [Deeds](#) [Releases](#)  
 Other Searches [Document Search](#) [Divorces & Probates](#) [Probates 2](#) [Probates 3](#)

## Document Search Sample

### Document Search

[Clear Form](#)

Instrument Number

20070203052

Volume

Page

File Date

Search

Enter

Clerk's File Number  
or  
Volume & Page

For Fast Access to Records

## Search Results

5 searches found results - see summary search results in the tab below

Results for: **Document Search** - Instrument Number: 20070203052

Displaying 1 records on Page 1/1 of 1 Total Records

Current Page: 1 Number of Records Per Page: 100

<a href="#">Add All</a>	Subdivision	Lot	Block	Map Vol	Map Page	City Block	Doc Type	Grantor	Grantee	Date	Instrument Number	Vol Year
add	MOSS MEADOWS 2	3	1	77010	1008	8143	DT	WATERS JAMESON ALAN STEELE LISA	ABN AMRO MORTGAGE GROUP INC FOWLER ROBERT K	6/6/2007	20070203052	2007

## Probates & Divorces

**Probates & Divorces** - Even though these are two separate searches they are similar because in that Texas Probates and Divorces are considered “Judicial Records”. This mean it is the prerogative of the “custodian of the records” which is either the County Clerk and/or the District Clerk to provide these types of records to the public.

Legal Searches [Legal](#) [Restrictions/Plats](#) [Easements](#) [Leases](#) [Plats & Starters \\*New\\*](#)  
Name Searches [General](#) [Adverse Liens](#) [Grantor/Grantee](#) [Deeds](#) [Releases](#)  
Other Searches [Document Search](#) [Divorces](#) [Probates](#) [Starters](#) [Starters W](#)

Judicial Records are NOT subject to the TPIA (Texas Public Information Act) so if the District Clerk (Tarrant County) decides they will not sell a copy of the records or if the Clerk decides to only deliver the information once a month (Fort Bend County) the as a Title Plant provider we are at their mercy.

In many cases, even though the Clerks will not delivery the records timely, or at all, those record may be available on the County website and we provide a link to the search page at the County.

We make every attempt to obtain these records and when a new Clerk comes into office we might make another request at that time.

I realize Title Examiners like having access to Probates and Divorces Records but the example we like to give is in Katy, Texas there is a public park called Tri-County Park in which there is a small monument where Harris, Waller and Fort Bend Counties come together. Therefore, you could own property in Fort Bend County, get married in Waller County and get a divorce in Harris County within a block of each other.

Also, "proper notice" of a divorce means documentation filed within the Real Property Records of the County Clerk's office. There is case law that says that if a Notice of Divorce is not filed in the proper jurisdiction then notice is NOT given. So, if a former husband has an IRS lien filed against them in Harris County then it could affect the property granted to the wife in the divorce because there was no notice of the divorce filed in the Harris County Clerk's office.

## Starters

**Starters (Prior Title Commitments)** - As every Title Examiner knows, Starters are helpful and can save time when researching title and writing a Title Commitment. Examiners also know that not all Starter Files are equal.

There are two (2) ways to pull Starters from the **Title Plant**:

1. Click "Starter" and perform a search:

Legal Searches [Legal](#) [Restrictions/Plats](#) [Easements](#) [Lease](#) [Starters](#) [Plats](#)  
Name Searches [General](#) [Adverse Lien](#) [Grantor/Grantee](#) [Deeds](#) [Releases](#)  
Other Searches [Document Search](#) [Divorces](#) [Probates](#)

### Starters

[Clear Form](#)

Subdivision	<input type="text" value="cedar valley"/>	← Subdivision
Section	<input type="text"/>	or
Volume/Cabinet	<input type="text"/>	← Volume/Cabinet Page/Slide
Page/Slide	<input type="text"/>	
Document ID	<input type="text"/>	
	<input type="button" value="Search"/>	

Results for: **Starters** - Subdivision: cedar valley

Displaying 9 records on Page 1/1 of 9 Total Records

Current Page: 1 Number of Records Per Page: 100

Add All	SubdivisionName	Block	Lot	VolCab	Page	Type	DateAdded
Add	CEDAR VALLEY ADDITION			31	36	PLAT	2/7/2013
Add	CEDAR VALLEY ADDITION			5	55	PLAT	2/7/2013
Add	CEDAR VALLEY ADDITION			5	55	COMMITMENT	2/7/2013
Add	CEDAR VALLEY ADDITION			5	55	COMMITMENT	2/7/2013
Add	CEDAR VALLEY ADDITION			5	55	COMMITMENT	2/7/2013
Add	CEDAR VALLEY ADDITION	1	10	5	55	STARTER_USL	2/7/2013
Add	CEDAR VALLEY ADDITION	1	9	5	55	STARTER_USL	2/7/2013
Add	CEDAR VALLEY ADDITION	2	4	5	55	STARTER_USL	2/7/2013
Add	CEDAR VALLEY ADDITION	6	15	5	55	STARTER_USL	2/7/2013

"Add" Starters to Report

Plats & Starters "New" - Subdivision: cedar valley

User: Cones, Paul  
County: Travis

[Download Starter Files](#)

Subdivision Name	Block	Lot	Vol/Cab	Page/Slide	Type	Date Added	Copy   Image
CEDAR VALLEY ADDITION	1	10	5	55	STARTER_USL	2/7/2013	TRAVIS.CEDAR VALLEY ADDITION 5 55.Blk 1 Lt 10 Starter_USL   TX:TP:SI:TRAVIS.CEDAR VALLEY ADDITION 5 55.Blk 1 Lt 10 Starter_USL
CEDAR VALLEY ADDITION	1	9	5	55	STARTER_USL	2/7/2013	TRAVIS.CEDAR VALLEY ADDITION 5 55.Blk 1 Lt 9 Starter_USL   TX:TP:SI:TRAVIS.CEDAR VALLEY ADDITION 5 55.Blk 1 Lt 9 Starter_USL
CEDAR VALLEY ADDITION	2	4	5	55	STARTER_USL	2/7/2013	TRAVIS.CEDAR VALLEY ADDITION 5 55.Blk 2 Lt 4 Starter_USL   TX:TP:SI:TRAVIS.CEDAR VALLEY ADDITION 5 55.Blk 2 Lt 4 Starter_USL

[Get Selected Documents](#)

PRELIMINARY TITLE OPINION  
FOR  
USLIFE TITLE COMPANY

ORDER NO. 21802

EXAMINATION CERTIFIED TO: 1-11-83 WORKED WITH BASE GFF  
OR REFERENCE FILE GFF 29950

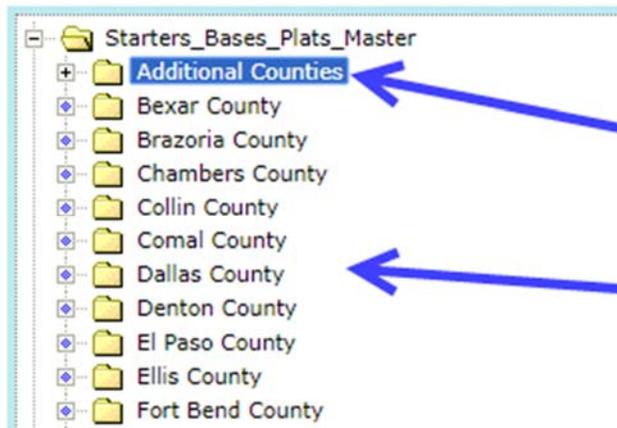
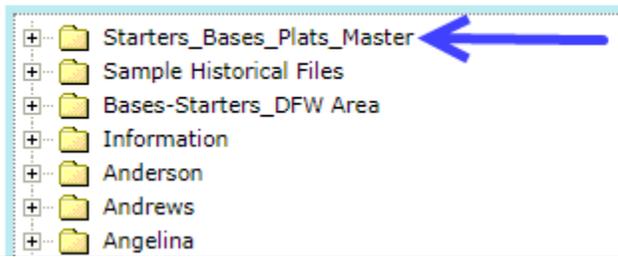
PROPERTY: In Travis County, Texas:  
Lot Four (4), Block "5", CEDAR VALLEY ADDITION, an addition in the City of  
Austin, Travis County, Texas, according to the map or plat of record in  
Volume 5, Page 55, Plat Records of Travis County, Texas.

TITLE VESTED IN:  
ELMO BONNER and wife, EGGLEE BONNER

SUBJECT TO:  
1. Taxes, possession, homestead claims, discrepancies in area and boundaries,  
improvements made within past four months:  
2. Restrictions: Vol. 1203, Page 283; Vol. \_\_\_\_\_, Page \_\_\_\_\_, DRTCT.  
3. Easements on plat and other easements:  
A. Visible and apparent easements on or across the property.

## 2. Select "Starters\_Bases\_Plats\_Master" in the FileViewer

Current Path:



FileViewer

Additional  
Counties

or

Choose County  
From List



Select Subdivision and Starter

**PROPERTY DESCRIPTION**  
Being Lot 4, in Block 1, of G. F. MOORE ADDITION, an Addition to Denton County, Texas, according to the Map thereof recorded in Cabinet I, Page 222, of the Plat Records of Denton County, Texas.

**RESTRICTIONS**  
CODE 102, OTP-Y, MTP-Y, COM-YN, BIN-Y, EXH-Y  
Restrictive covenants filed 03/24/93, cc# 93R0016337, Real Property Records of Denton County, Texas. [23]

**SUBJECT TO**  
CODE 706P, OTP-Y, MTP-Y, COM-YN, BIN-Y, EXH-Y  
All visible and apparent easements or uses and all underground easements or uses, the existence of which may arise by unrecorded grant or by use. [1]

## Additional Title Plant Tools

**IntegrityTitle Advanced Plant** *Paul Cones* My Account Contact Us / Feedback Log-Off

Harris County Plant Date 01/03/1961-07/05/2018 GF/Job# Complimentary New Report

1. Search by Address, Owner and Tax ID Number
2. Order Out of County Research
3. Order Smart Starter - Schedule B
4. Update and Monitor Searches
5. Go to FileViewer - Historical Records
6. Go to GIS Mapping Tool

Address Owner APN **1**

Street Number Street Name Street Suffix Search Tax Info

### Search by Address, Owner & Tax ID (APN)

Address – Enter Address and Click “Search Tax Info”

Address Owner APN

806 main Street Suffix Search Tax Info

### Select Property

Property Search Results Back

Owners	APN	Site Address	Mailing Address
806 MAIN HOTEL LLC	001092000004	806 MAIN ST HOUSTON TX 77002	945 MCKINNEY ST HOUSTON TX 77002
MUNOZ CYNTHIA	0012430180006	808 N MAIN ST HIGHLANDS TX 77562	808N MAIN ST HIGHLANDS TX 77562
WOODRUM FAMILY LIMITED PARTNERSHIP	0012860000117	806 W MAIN ST BAYTOWN TX 77520	3707 DEL ORO ST BAYTOWN TX 77521

1 of 1 pages (1 item)

### Search Results

Tax ID #	Taxpayer Name	Legal Description	Property Address	Mailing Address	Google Map	Street View	GIS Map
<a href="#">Tax Info</a> APN 0010920000004	Owner's Name 806 MAIN HOTEL LLC	Legal Desc LTS 4 & 5 & TR 11A BLK 92 S5BB	Site Address 806 MAIN, HOUSTON, TX 77002	Mailing Address 945 MCKINNEY, HOUSTON, TX 77002			

**Note:** Displaying a Legal Description at the top of the page when beginning a search is helpful. This researcher is able to confirm the name on the Tax Rolls matches the address. It's also helpful to see a Street View of the property to identify any overhead power lines, drainage ditches or other physical encumbrances. Plus, if someone is borrowing a million dollars on a dilapidated property that may be a cause for concern.

# Update and Monitor – “Monitor”



Searches are saved when searching the Title Plant. Therefore, Examiners have an opportunity to “Monitor” new filings of prior searches.

Example Searches:

**Legal:** Wildwood Lot 4 Block 5

**Party:** Williams Kenneth

**Party:** Williams Mary

**Adverse Lien:** Williams Kenneth

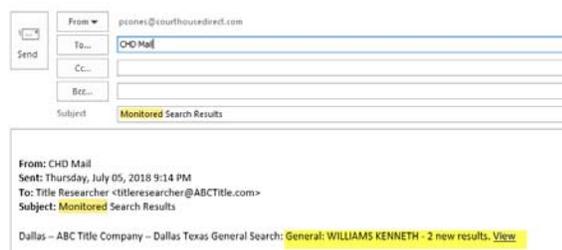
**Adverse Lien:** Williams Mary

Examiners can choose to “Monitor” a previous search for any Name or Legal Search for 30, 60, 90 days or more and receive an “Email Alert” IF there are filings against those Names or Legal descriptions in the coming weeks or months.

Therefore, if Robert and Mary Benson had a Federal Tax Lien filed against them two weeks ago or a lien was placed against the property the Examiner will be alerted. At that point it may be wise to stop the closing until a confirmation is made as to the risk the recent filing may pose to the transaction.

Search Type	Update Selected	Search Link	Monitor - results monitored for 30/60/90+ days	Expiration Date	Add Days	Search From Date
7/9/2018 GF#: 18090331	<input type="checkbox"/>	<a href="#">Click to Monitor Specific Searches</a>	<input type="checkbox"/>		<a href="#">Add 30, 60, 90 or more days of "Monitored" searches</a>	
Dallas Texas Adverse Lien Search	<input type="checkbox"/>	Party: WILLIAMS KENNETH	<input type="checkbox"/>			6/27/2018
Dallas Texas General	<input type="checkbox"/>	Term: WILLIAMS KENNETH	<input checked="" type="checkbox"/>	9/23/2018	Add Days: 30,60,90	6/29/2018
Dallas Texas General	<input type="checkbox"/>	Term: SOUTH DALLAS FAIR	<input type="checkbox"/>			6/27/2018
Dallas Texas Document Search	<input type="checkbox"/>	Instrument Number: 2015002354+4	<input type="checkbox"/>			6/27/2018
Dallas Texas Document Search	<input type="checkbox"/>	Instrument Number: 2015002354+5	<input type="checkbox"/>			6/27/2018
Dallas Texas Adverse Lien Search	<input type="checkbox"/>	Party: SOUTH DALLAS FAIR P	<input type="checkbox"/>			6/27/2018
Dallas Texas General	<input type="checkbox"/>	Term: SOUTH DALLAS FAIR	<input type="checkbox"/>			6/27/2018
Dallas Texas Legal	<input type="checkbox"/>	Map Book: 1 Map Page: 532 Lot: 35 Block: F	<input checked="" type="checkbox"/>	9/23/2018	Add Days: 30,60,90	6/29/2018
Dallas Texas Legal	<input type="checkbox"/>	Lot: 35 Block: F City Block: 1817	<input checked="" type="checkbox"/>	9/23/2018	Add Days: 30,60,90	6/29/2018
Dallas Texas Document Search	<input type="checkbox"/>	Volume: 201150 Page: 5198	<input type="checkbox"/>			6/27/2018

## Monitored Search Email



**Note:** Monitored Search can also be a great tool to assist your repeat clients such as homebuilders to monitor any possible Mechanic’s Lien filings.

# Update and Monitor – “Update”



*One-Click Update (almost)* Since searches are saved when searching the Title Plant when it's time to “Update” aka “Downdate” a search prior to closing then simply load the prior GF Number, choose “Update and Monitor”; click the box below “Update Selected” to select ALL; and a search is automatically performed.

**Note:** There's always a few days overlap between the last search and the update.

Subscribed Counties **Choose County** **Choose Month** **Choose GF %**

TX- Harris County thru 07/06/2018 5/2018 Type of Select GF#  submit

Unsubscribed Counties

**Welcome to the Integrity Title Records Advanced Title Plant**

We've been working hard behind the scenes to serve you better. Our Advanced Title Plant is now available, and any feedback you might have. Click the “Contact us / Feedback” icon above to send us your thoughts.

Benefits of new site includes:

Previous reports exist for this GF# in your organization. Click on the report date to add an existing report, or click CONTINUE to start new.

Load an existing report: May 9 2018 4:54PM **Click Report Date**



Search Type	Update Selected	Search Link	Monitor - results monitored for 30/60/90+ days	Expiration Date	Add Days	Search From Date
5/9/2018 GF#: 17075651	<input type="checkbox"/>					
Harris Texas General Search	<input checked="" type="checkbox"/>	Search: 201700493904	<input type="checkbox"/>			5/4/2018 <a href="#">0 new Records Found</a>
Harris Texas General Search	<input checked="" type="checkbox"/>	Search: UNIQUE DEV	<input type="checkbox"/>			5/4/2018 <a href="#">0 new Records Found</a>
Harris Texas Legal Search	<input checked="" type="checkbox"/>	Subdivision/Survey: COLQUITT STREET G Lot: 1 Block: 1	<input type="checkbox"/>			5/4/2018 <a href="#">0 new Records Found</a>
7/20/2017 GF#: 17075651						
Harris Texas General Search	<input checked="" type="checkbox"/>	Search: UNIQUE DEV	<input type="checkbox"/>			7/14/2017 <a href="#">20 new Records Found</a>
Harris Texas General Search	<input checked="" type="checkbox"/>	Search: 20150099618	<input type="checkbox"/>			7/14/2017 <a href="#">0 new Records Found</a>
Harris Texas General Search	<input checked="" type="checkbox"/>	Search: SBS/BISON BUILDING Search: UNIQUE	<input type="checkbox"/>			7/14/2017 <a href="#">0 new Records Found</a>
Harris Texas Legal Search	<input checked="" type="checkbox"/>	Subdivision/Survey: colquitt street gardens Lot: 1 Block: 1	<input type="checkbox"/>			7/14/2017 <a href="#">2 new Records Found</a>

**Click Box and then "Update Selected" to Search ALL**

**Search Results - Click to View**

## View Results and Download Documents

Add	COLQUITT STREET GARDENS	5	1		ASSGN	UNIQUE DEVELOPMENT GROUP LLC	A10 CAPITAL LLC	8/9/2017	RP-2017-358971	201700358971	8
Add	GILLESPIE STREET	1-29	1	2	AFFT	UNIQUE DEVELOPMENT GROUP LLC MILLENI LLC STAHLMAN ROBERT K III	MILLENI LLC	8/22/2017	RP-2017-378160	201700378160	2
Add					A/J	HOUSTON DIVISION SECURITY PATROL INC	UNIQUE DEVELOPMENT GROUP LLC TEXAS CONSTRUCTION INC	4/12/2018	RP-2018-155644	201800155644	2

# Historical Records (FileViewer) – GG Index, Deeds, O&G Docs, Plats, etc.



“FileViewer” is the largest collection of sovereignty Grantor Grantee Indexes and Real Property Documents for Texas and New Mexico. This includes the following record types:

- Deeds
- Mortgages
- Easements
- Restrictions
- Oil, Gas & Minerals
- Mechanic Liens
- Bill of Sale
- Probates
- Patents
- Plats
- Etc.

Many of the counties, particularly metro counties, include Sovereignty Title Plants. These are geographically indexed title plants posted to Tract Books and/or Card Plants which have been scanned and sub-indexed.

**Note:** CourthouseDirect.com maintains a coverage sheet for these records at: <http://www.courhousedirect.com/docs/HDICoverage.pdf>

## HISTORIC & CURRENT

### FILE VIEWER



### DATA LIBRARY

Imaged and Downloadable Deeds, Mortgages, Probates, O&G Leases, Easements, Plats, etc., and free views of historical Grantor/Grantee Indexes

#### History

For 35 Years CourthouseDirect.com has acquired public and private data to help our clients perform more efficient and comprehensive searching with faster results.

We employ scanning crews in courthouses and title plants all over Texas with the job of scanning, post processing, stapling and indexing documents and plats to provide our clients with unparalleled access to historical Real Property Records and Plats.

#### Definitions

**Deeds** – Documents labeled as “Deeds” are those documents typically considered as “Real Property” records such as Deeds, Mortgages, Easements, Oil & Gas Leases, Restrictions, etc.

**Index** - Grantor / Grantee Indexes and other “Real Property” indexes such as Deeds of Trust Index, Release Index, etc.

**Probates** – Probate Indexes and may include Docket Sheets and/or Probate Instruments

**Maps** – Historical and CURRENT Plats and Maps

**Tax** – Tax Cards and Tax Maps

**Plant** – Historical Geographically Indexed Back Plants (Subscription Required)

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Main Page .....	0	Coke County .....	32	Galveston County .....	64
Anderson County .....	1	Collin County .....	33	Garfield County .....	65
Andrews County .....	2	Collingsworth County.....	34	Glasscock County .....	66
Aransas County .....	3	Colorado County .....	35	Gillespie County.....	<b>Error!</b>
Archer County .....	4	Comal County.....	36	<b>Bookmark not defined.</b>	
Atascosa County.....	5	Cooke County.....	37	Gonzales County.....	70
Austin County.....	7	Coryell County.....	39	Gray County.....	71
Bandera County .....	8	Crane County.....	40	Grayson County.....	72

## FileViewer Counties – Sample Folders

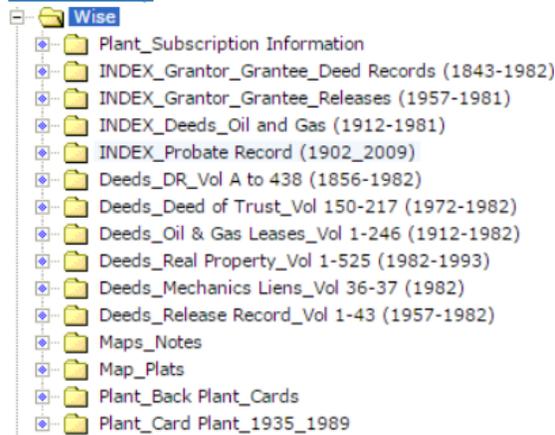
### Harris County

- [-] Harris
  - [+] Plant\_Subscription Information
  - [+] INDEX\_DocType
  - [+] INDEX\_Grantor\_Grantee (1836-1960)
  - [+] INDEX\_Probate Record (Sov. to 2016)
  - [+] INDEX\_Contract Record (1872-1960)
  - [+] INDEX\_Harris CO File Register (1870-1959)
  - [+] INDEX\_Harris County (Old) Restrictions Book A-Z
  - [+] INDEX\_Harris Condo Records
  - [+] INDEX\_COH Subdivision (1921-2008)
  - [+] INDEX\_COH\_Harris Co Subdivision Plat
  - [+] INDEX\_Map\_City of Houston File Room
  - [+] INDEX\_Commissioner Court Minutes
  - [+] INDEX\_Commissioner Court Miscellaneous
  - [+] INDEX\_Harris Conversions
  - [+] Deeds\_Deeds\_Vol A to 3733\_Multi-page
  - [+] Deeds\_Contract\_Vol 1-1151 (Sov. to 1959)
  - [+] Deeds\_Deeds\_Vol A to 3733 (Sov. to 1959)
  - [+] Probate Record (1838-2016)
  - [+] Deeds\_Bill of Sale\_Vol 13-28 (1927-1959)
  - [+] Deeds\_Commissioner Court Minutes\_Vol 1-176 (1932-1995)
  - [+] Deeds\_Commissioner Court Miscellaneous
  - [+] Map\_COH Construction Drawing (thru 55671)
  - [+] Map\_COH Harris Co. Subdivision Plats
  - [+] Map\_COH Right-of-Way Drawings
  - [+] Map\_COH Water Drawings – ROLLS - WD
  - [+] Map\_Harris Bracey Maps\_FV
  - [+] Map\_Harris Co Eng ROW Drawings\_FV
  - [+] Map\_Harris Condo Records
  - [+] Map\_Harris Deed Record Maps\_FV
  - [+] Map\_Harris Plats
  - [+] Map\_COH Subdivision (1921-2008)
  - [+] Map\_Harris Tax Maps\_FV
  - [+] Map\_Harris Wilson Maps
  - [+] Map\_Harris Zingery Map
  - [+] Plant\_Harris Back Plant - MultiPg\_Surveys
  - [+] Plant\_Harris Back Plant - MultiPg\_SDs
  - [+] Plant\_Houston Title Co\_SSBH-Hollingworth-J Austin
  - [+] Plant\_Harris Back Plant - Subdivisions
  - [+] Plant\_Harris Back Plant - Surveys

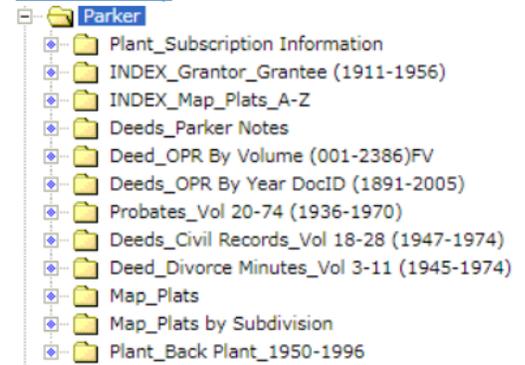
### Reeves County

- [-] Reeves
  - [+] INDEX\_Grantor\_Grantee ( 1876 - 1983)
  - [+] INDEX\_Probate File Docket & Fee\_Vol 1-10
  - [+] INDEX\_Abstract of Judgment
  - [+] INDEX\_Assumed Name Record
  - [+] INDEX\_Chattel Mortgage\_Vol 11-2 (1917-1965)
  - [+] INDEX\_Federal Tax Lien\_Vol 1-2
  - [+] INDEX\_Lis Pendens
  - [+] INDEX\_Marriage Record (1885-2014)
  - [+] INDEX\_Mechanic Liens
  - [+] INDEX\_Mineral Application Record
  - [+] INDEX\_Mineral Lease Record\_Vol 1-4
  - [+] INDEX\_Oil and Gas
  - [+] INDEX\_Patent Records
  - [+] INDEX\_State Tax Lien\_Vol 1-3
  - [+] INDEX\_Map\_Plats
  - [+] Probate Record\_Vol 1-61 (1888-2014)
  - [+] Deeds\_Deed Record\_Vol A - 517 (1889-1992)
  - [+] Deeds\_Oil & Gas\_Vol 1-346 (1919-1976)
  - [+] Deeds\_Assignment of Oil&Gas Lease\_Vol 1-4 (1920-1930)
  - [+] Deeds\_Mineral Lease Record\_Vol 1-4 (1918-1926)
  - [+] Deeds\_Mineral Application Records\_Vol 1-13 (1914-1983)
  - [+] Deeds\_Deed of Trust\_Vol 4-153 (1885-1992)
  - [+] Deeds\_OPR by Vol 518-1451 (Multi-page) 1992-2017
  - [+] Deeds\_OPR\_By\_Vol 685 to 1321 (Single Page) 2004-2016
  - [+] Deeds\_Abstract of Judgment\_Vol 1-11 (1891-2011)
  - [+] Deeds\_Assumed Name Record\_Vol 1-6 (1956-2011)
  - [+] Deeds\_Attachment Liens Record\_Vol 1 (1899-1971)
  - [+] Deeds\_Bill of Sale\_Vol 5-9 (1885-1998)
  - [+] Deeds\_Declaration of Informal Marriage\_Vol 1 (1972-2005)
  - [+] Deeds\_Chattel Mortgage\_Vol 1-2 (1917-1965)
  - [+] Deeds\_Certificate of Redemption\_Vol 2 (1956)
  - [+] Deeds\_Federal Tax Lien\_Vol 1-6 (1923-2011)
  - [+] Deeds\_Field Note\_Vol C-9 (1901-1926)
  - [+] Deeds\_Lis Pendens\_Vol 1-4 (1908-2010)
  - [+] Deeds\_Miscellaneous Record\_Vol 1-2 (1936-2003)
  - [+] Deeds\_Marriage Record\_Vol 1-25 (1885-2014)
  - [+] Deeds\_Mineral Survey Record\_Vol 1(1917-1930)
  - [+] Deeds\_Mechanic Lien Vol 1-26 (1886-2010)
  - [+] Deeds\_Release Record\_Vol 1-54 (1909-1994)
  - [+] Deeds\_State Tax Lien\_Vol 1-4 (1961-2011)
  - [+] Deeds\_Patent Record\_Vol 3-7 (1929-1975)
  - [+] Deeds\_Hospital Lien\_Vol 1 (1953-1995)
  - [+] Deeds\_Execution Docket\_Vol 1-3 (1889-1983)
  - [+] Deeds\_Classification Record\_Vol 1-4 (1891-1927)
  - [+] Map\_Plats

## Wise County



## Parker County



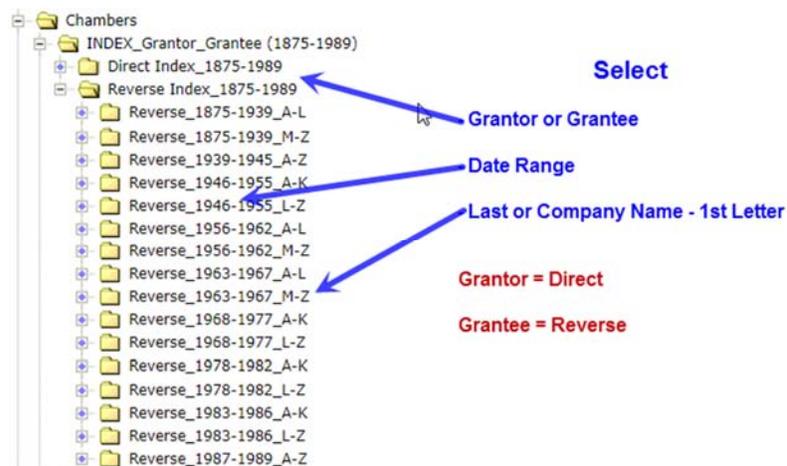
In several counties the index and images are mostly electronic and accessible via the “current” Title Plant. Even if there are only a few sub-folders we may have most of the county online but included within the geographic and and Grantor Grantee searches.

## FileViewer Counties – Indexes

The most used index in a county is a “Grantor Grantee Indexes” although there may be other indexes in a county such as a Mortgage Index, Mechanic’s Lien Index, Oil & Gas Index, Plat Index, etc.



## Search Sub-Folders



**Search Names** – Each county Index may be slightly different but many older indexes will break out the common names with their own sections. Other names will be grouped together on a “Page” based upon the first one, two or three letters of the last name.

**Page Numbers** may be better described as “Locate” numbers because, as in the example below, even though the last name starting with “Mar” is on Page 11, Page 11 may actually be several pages. When you arrive at a last name starting with “Mas” then the page number changes to Page 13.

### Common Names with Sections

**Common Surnames - Family Names and Others Active in YOUR Locality are SEGREGATED. Others are on Mixed Group Pages.**  
 To find page on which Name desired is entered—FIRST look under Proper PRIME or MASTER SUB-DIVISION (first letter or letters of Surname) printed at top of column to determine if Name is SEGREGATED. If not listed, SECONDLY refer to proper Mixed Group Page at bottom of column. Groups start on Front of Sheets—Right Hand Page. They continue on Back of Sheets—Left Hand Page. Exception: When different classified Names are designated for each side of sheets. Example: A Combined MALES and FEMALES Index to Marriages.

7 COTTGO UNIVERSAL No. 1-12 160 Subdivisions by Key Tables 18 Tabs—Eight—Indices

Ma Mb Mc				Md Me-Mi-Mo-Mu-My Mz			
	PAGE		PAGE		PAGE		PAGE
McBride	27	Marshall	33	Mecom	39	Moor	47
						Moore	47
		Martin	35				
McKay	29			Middleton	41		
						Morrison	49
		Mayes	37	Miller	43		
McLean	31			Mitchell	45		

### Other “Less” Common Names

**MIXED NAME GROUPS—Page Reference for Surnames Not Segregated.**

Maa Mab MacA MacB MacC MacA MacB MacC Macd Mace Macf Macg McD McE McF McG MacD MacE MacF MacG Mach to Macz McH to McZ MacH to MacZ	Mad Mae Maf Mag Mah Mai Maj Mak Mam Man Mao Map Maq Mar Mas Mat Man Mav Maw Maz Mb Max May Mc (See McA to McZ)	Md Me Mi Mj Ml Mi Mm Mn	Moe Mof Mog Moh Mui Moj Mok Mop Mol Mom Mon Moa Mob Moc Mod Moe Mof Mog Moh Mui Moj Mok Mop Mol Mom Mon Mor Mos Mot Mou Mov Mow Moz Moz Mu Mv Mw Mx My Mz
1	7	15	19
3	9	17	21
5	11		23
	13		

**Note:** “Grantor” books typically are “Even” numbers for Pages and “Grantee” Books, as shown above, are “Odd” numbered pages.

### Corporate and Company Names

**Corporation Names** - In some counties there are company names which are very common in that county. These company names are sometimes segregated into a separate section of the Index so the names can be more easily search.

**Note:** Not all company names will be listed in the Corporation Name section of the index and it’s advisable to search both the Corporation section and the Name Index using the First Name of the Company as the “Last Name” of the index.

FREQUENTLY OCCURRING CORPORATIONS, FIRMS, ETC.		MIXED GROUP PAGES OF CORPORATION AND FIRM NAMES	
IF NAME IS NOT FOUND BELOW: Refer to Mixed Group column to right for page reference.		TO WHICH REFER IF NAME IS NOT FOUND IN RULED SPACES TO LEFT	
Column 2	PAGE	Enter Names First in Column 1	PAGE
		State of Texas	80A
		Stanolind Oil & Gas Co.	80B
		Deva Oil Company	80C
		Path Dome Oil Corp.	80D

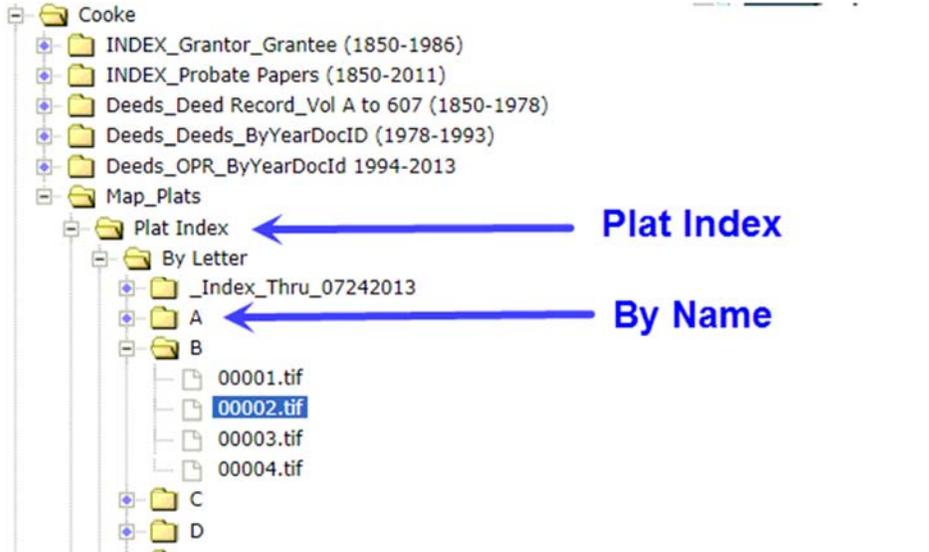
### Search Results

Grantee Last Name | First Name | Grantor Name | Document Type | Recording Info | Date of Instrument/Filing | Legal Description

**REVERSE INDEX TO DEEDS — Chambers County, Texas** 5

GRANTEES		GRANTORS	KIND OF INSTRUMENT	RECORDED		1. DATE OF INSTRUMENT 2. DATE OF FILING			DESCRIPTION, LOCATION, ETC.
SURNAME	GIVEN NAMES OR INITIALS			Book	Page	Month	Day	Year	
Andrews,	A. E.	Andrews, Hepgod	Deed	65	271	5	27	37	
Andrews,	E. I.	Williams, et al, E. M.	"	66	16	11	13	37	Henry Griffith
Anderson, et al,	L. A.	Stanolind Oil & Gas Co.	Release	67	411	4	8	40	S. Burney
"	Hattie	"	"	67	411	4	8	40	S. Burney
" et al,	Sister	"	"	67	411	4	8	40	S. Burney

Note: Ditto Marks (" ") = Same as Above  
 Plat Index



### Typical Plat Index

To locate a Plat, use a Map Index OR pull the latest deed and look for recording information cited on the Deed.

**INDEX TO PLAT RECORDS COOKE COUNTY TEXAS**

NO.	NAME	DATE OF FILING			Plat Book No.	Page	Plat Cabinet	Plat Slide/Page
		Month	Day	Year				
	BBB & CRR Co. Survey	May	30	74	5	16	A 8	
	Bryant Addition, Final Plat	June	13	78	5	39	A 310 T	
	Bailey, ACC, Survey (Dedication of Road)	Oct.	10	78	5	42	A 311 T	
	BLUE RIBBON ESTATES (DEDICATION & PLAT)	Jan.	28	82			A 319A	
	Beaver Subdivision (Re-Plat)	June	15	83			A 35	
	Biggum, H. Survey, A-56(9.3136 acres)	June	15	84			A 326 T	
	Blue Ribbon Estates, Section 2	Aug.	24	84			A 327B	
	Bush, Joseph Sur. A-107, Federal Project No. BRO 3(8)X	Dec	6	84			A 38	
	Bush, Joseph Sur. A-107, Federal Project No. BOR 3(8)X	Dec	6	84			A 39	
	Burkhart Estates	Aug.	26	85			A 44	
	Bonner Hills Addition, Section 3	April	25	86			A 332-B	
	Bonner Heights	October	6	86			A 333 T	
	BEZNER ADDITION, SUBDIV. OF LOT 1, BLK 3, CITY OF LINDSAY	NOVEMBER	5	86			A 333B	
	BUTLER SUBDIVISION, (FINAL PLAT)	FEBRUARY	12	90			A 341T	

## Plat Reference in Deed

### Consideration:

TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable consideration.

### Property (including any improvements):

Lot 8 of the Blue Ribbon Estates, Section 2, according to the Plat recorded in Cabinet A, Slide 327B of the Plat Records of Cooke County, Texas.

### Reservations from Conveyance:

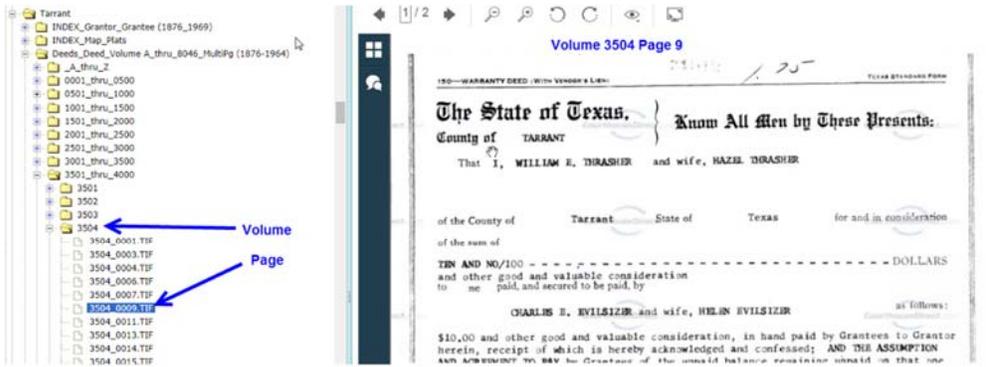
## FileViewer Counties – Deeds + Other Documents

Viewing and Downloading older Deeds, Mortgages, Easement, Oil & Gas documents, etc. from the FileViewer (when you know the File Number of the document) is easy as opening the Folder (Book) and clicking the Image (Page) number.

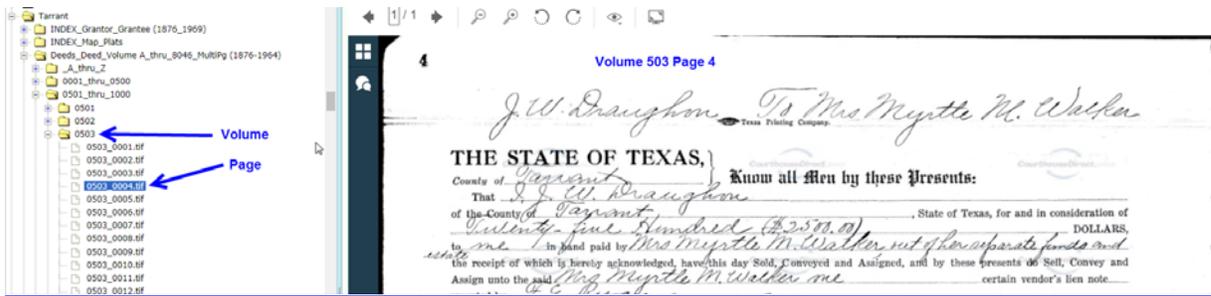
The Volume numbers are typically grouped together so opening the folders is easier and the books are in numerical order.

**Deeds + Other Documents**

- INDEX\_Grantor\_Grantee (1876\_1969)
- INDEX\_Map\_Plats
- Deeds\_Deed\_Volume A\_thru\_8046\_Multip (1876-1964) ← Volume #
- Deeds\_Deed\_Volume A\_thru\_8046 (1876-1964) ← Date Range
- Deeds\_Tax Cards\_FV
- OPR\_Notes
- Map\_Condo Records
- Map\_Plats
- Map\_Plats II (older Maps)\_FV
- Plant\_Back Plant\_1853\_1962
- Plant\_Back Plant\_1973\_1997
- Plant\_Conversions\_1903\_1966



### Sample – Tarrant County Volume 503 Page 4



Typically, documents are scanned as individual TIFF images. During “Post Processing” documents are “Stapled” together. This is why page numbers are not consecutive within folders. In some folders documents are not stapled but most Deeds and Oil & Gas records are stapled.

## Historical Title Plants a/k/a Back Plants

Back Plants are geographically indexed Title Plants maintained by licensed Title Agents over many years. Many Back Plant have been maintained by generations of owners and for more than 100 years and they usually took great pride in their work.

Back Plants are typically “Tract Books” or as “Card Plants”. Title Plant maintainers performed a “daily takeoff” at the courthouse and would then type or hand write the information on cards or in books.

Look for “Plant” in the FileViewer:



**Acreeage/Surveys/Abstracts** – since Abstract Numbers are unique in each county most Back Plants acreage is indexed to the Abstract Number. In some cases, the indexing is to a Survey Name although it’s possible to have the same survey name in a county.

**Subdivision/Additions/Townsite** – Subdivision are typically indexed by the name of the subdivision, then Block Number and then Lot number. It is not uncommon for Lots to be indexed rather randomly within a block particularly when several Lots are being indexed on the same transaction.

**Generals** – The Generals in a Back Plant is essentially the “Name” index for Involuntary Liens, Divorces, Probates and Lawsuits. Not all Back Plants have a General Index.

**Note:** Every Back Plant is different so it requires some time to get acclimated with the nuances of each county Back Plant. Some are very straightforward while others may jump from book to book. When a Back Plant is available in a county it can be a huge time-saver.



Small Survey a/k/a Unworked Survey – No Associated Maps

Lot		Vol.	Page	GRANTOR	GRANTEE	
				<p><i>Jos. C. Bartlett</i>            368 <sup>75</sup>/<sub>100</sub> aces. Cert # 111 Pat # 287 v. 6            10/28/1847</p>		
				<p>Survey, Abstract No: 108            A 35</p>		
369 aces. N	391			(of C. Bartlett?) by Ass. & Coll. State	Jos. Morgan	D
All	0	408		State	Jos. C. Bartlett	D
369 aces. P	555			Joseph Habermacher	Do	D
369 aces. R	702			Jos. Morgan	Jos. Habermacher	D
1/3 Lg.	X	641		G. J. Martin et al	H. M. Rice	D
369 aces. Y	285			Jos. C. Bartlett	Do	D
369 aces. Z	31	36		State	Herman O. Schneider	D
369 aces. AA	34	541		Herman O. Schneider	H. A. Maers	D
369 aces. AB	36	426		H. A. Maers	F. G. Maers	D
280 aces. AC	36	427		Do	Calv. Otto et al	D

# GIS Mapping (GIS = Geographic Information System)



To obtain Tax, Deed and Mapping information click on GIS Maps. This will open a new tab to our GIS partner ImersionGIS. This includes both Real Estate information and Oil & Gas information including fast links to recorded Subdivision Plats.

## Features and Data Layers:

### Real Estate

- County Boundaries
- Abstract & Surveys
- Plat Maps/Subdivisions
- Taxpayers Mailing List
- Property Sales Mailing List
- Generate Mailing Labels

### Oil & Gas

- Well Location & Data
- Wellsite Platting
- Pipeline Location
- Pipeline Ownership
- Pooling Agreements

**Note:** Title Agents may not need have a need for all the oil and gas information provided but knowing a pipeline or active oil well is located on property being searched is important information.

## Search by:

### Real Estate

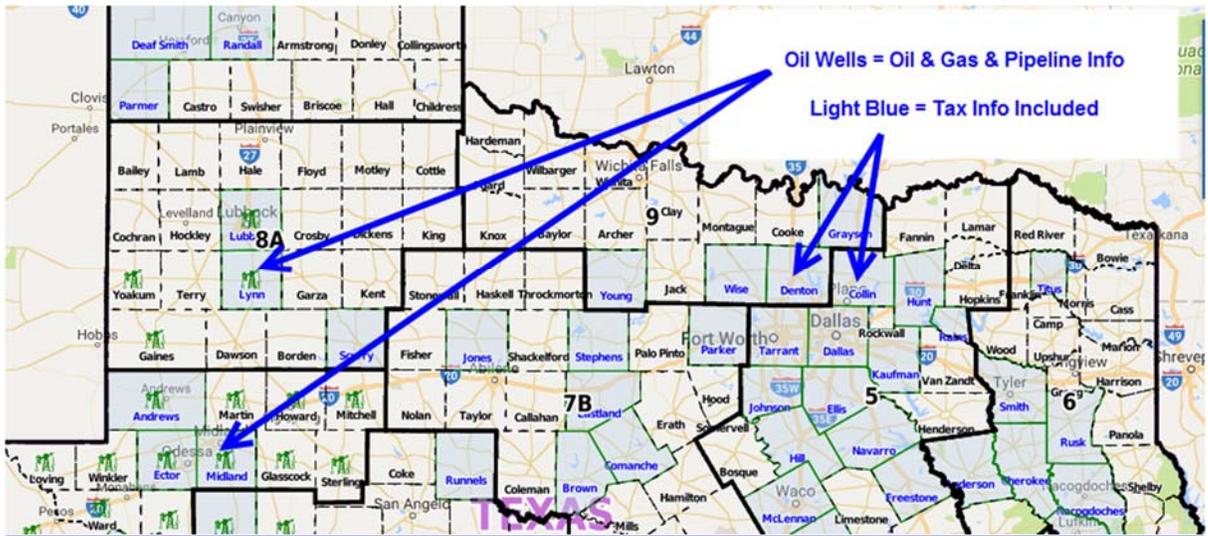
- Street Address
- Taxpayer Name
- State & County
- Zip Code
- Abstract Number
- Survey Name
- Survey Block (west Texas)
- Survey Sections (west Texas)

### Oil & Gas

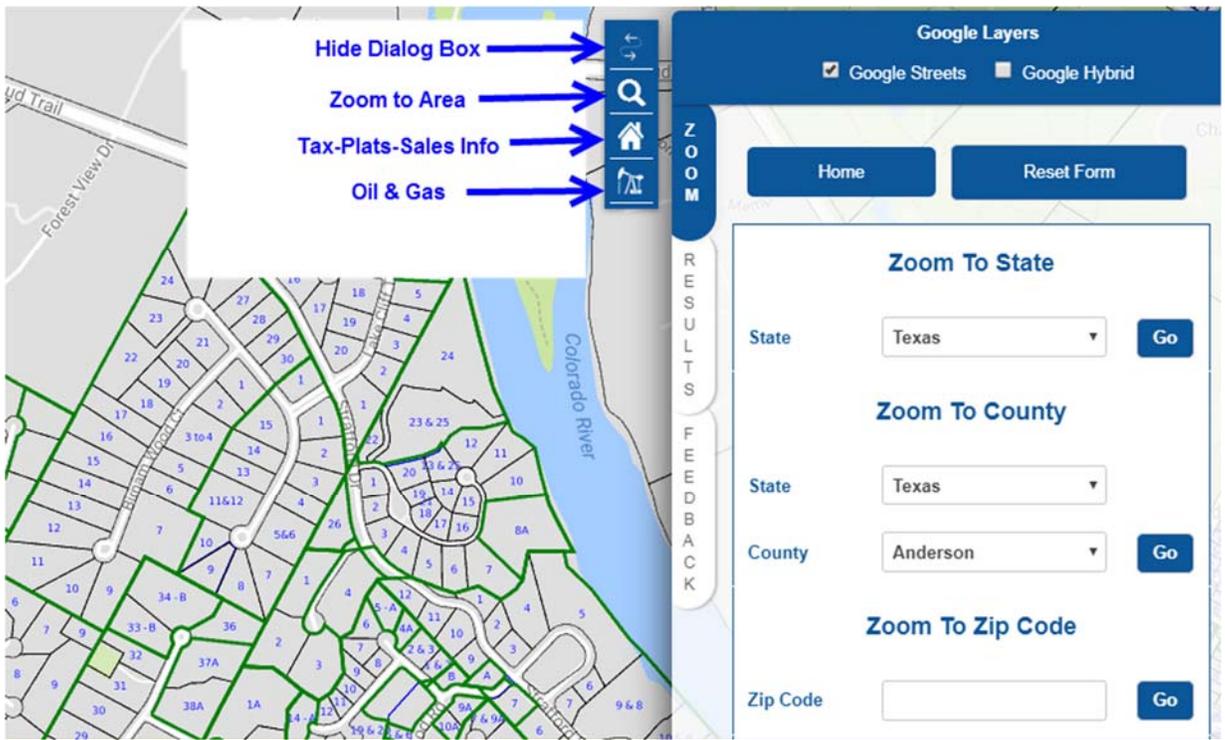
- Lease Number
- Lease Operator
- API Number
- Operator Name
- Permit Number
- Pipeline System Name
- Pooling Unit Name

GIS gives users the ability to enter an Address, Owner's Name, and/or Tax I. D. (APN) Number and immediately download and view Plats, Pipeline and other pertinent information on properties.

# GIS Map Tool



# GIS Menu Bar

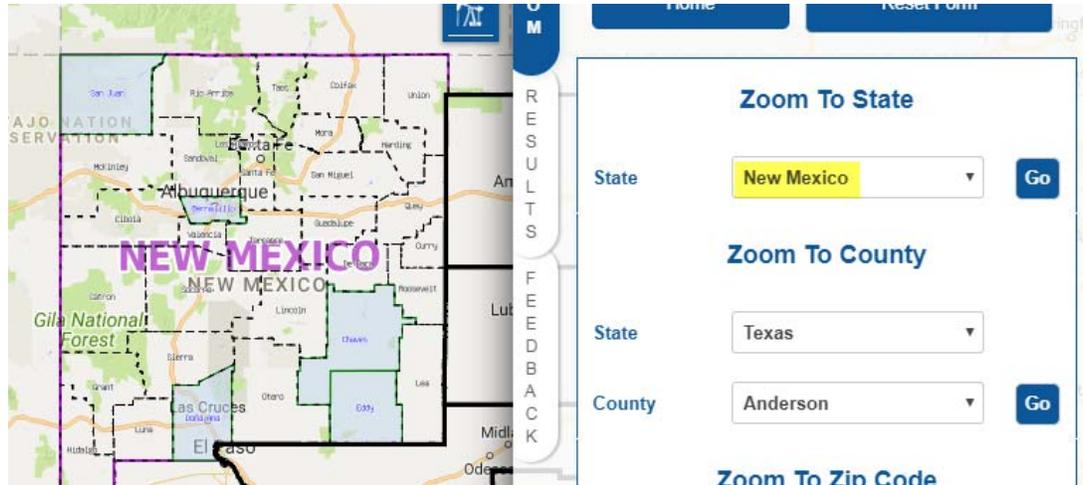


# GIS Searches

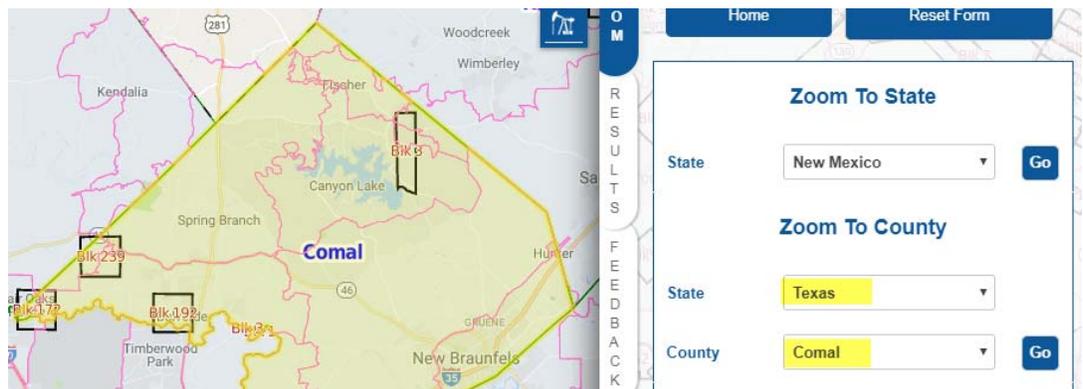


**Zoom to Area** – quickly drill down to an area on the GIS Map

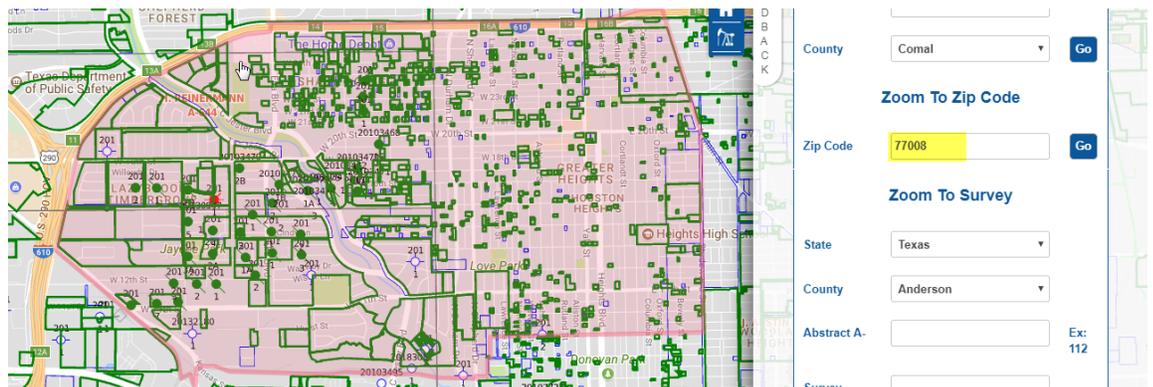
- **Zoom to State** – choose State for available GIS Information



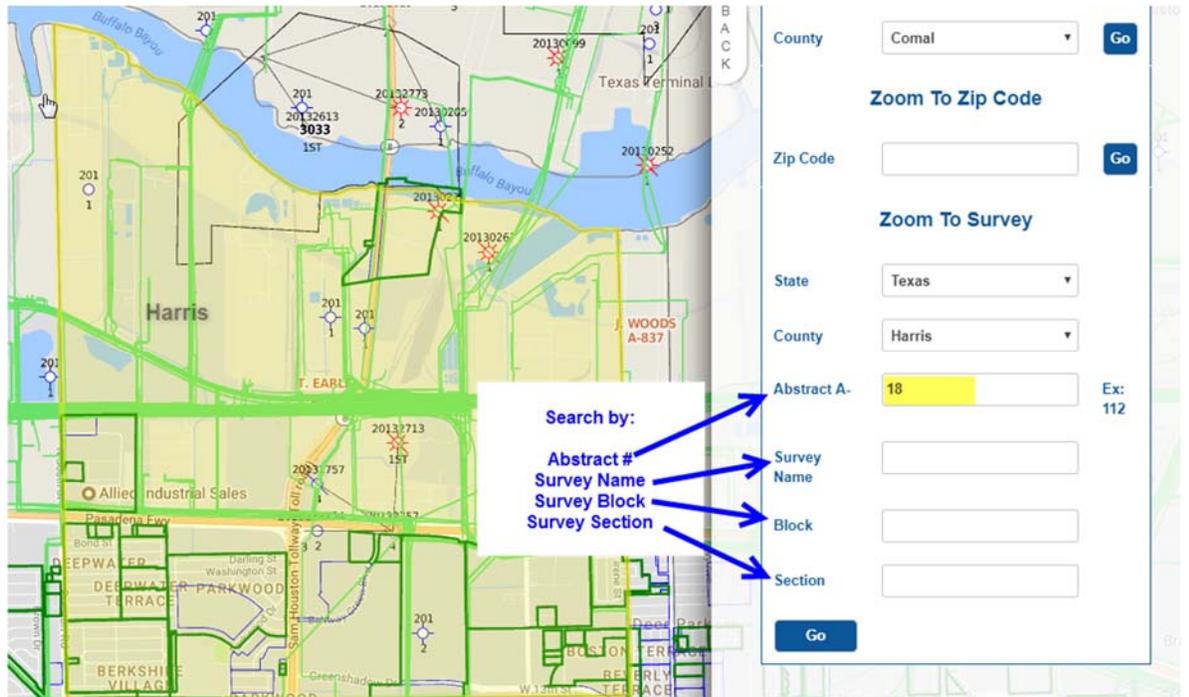
- **Zoom to State & County** – highlights outline of County



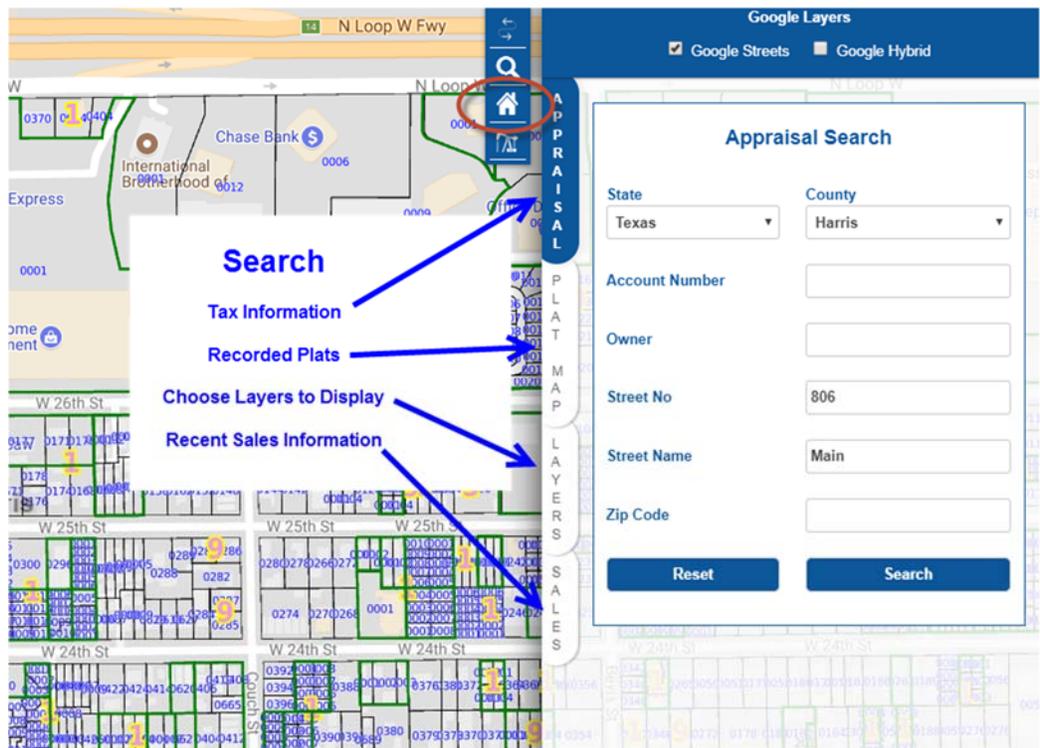
- **Zoom to Zip Code** – highlight Zip Code area



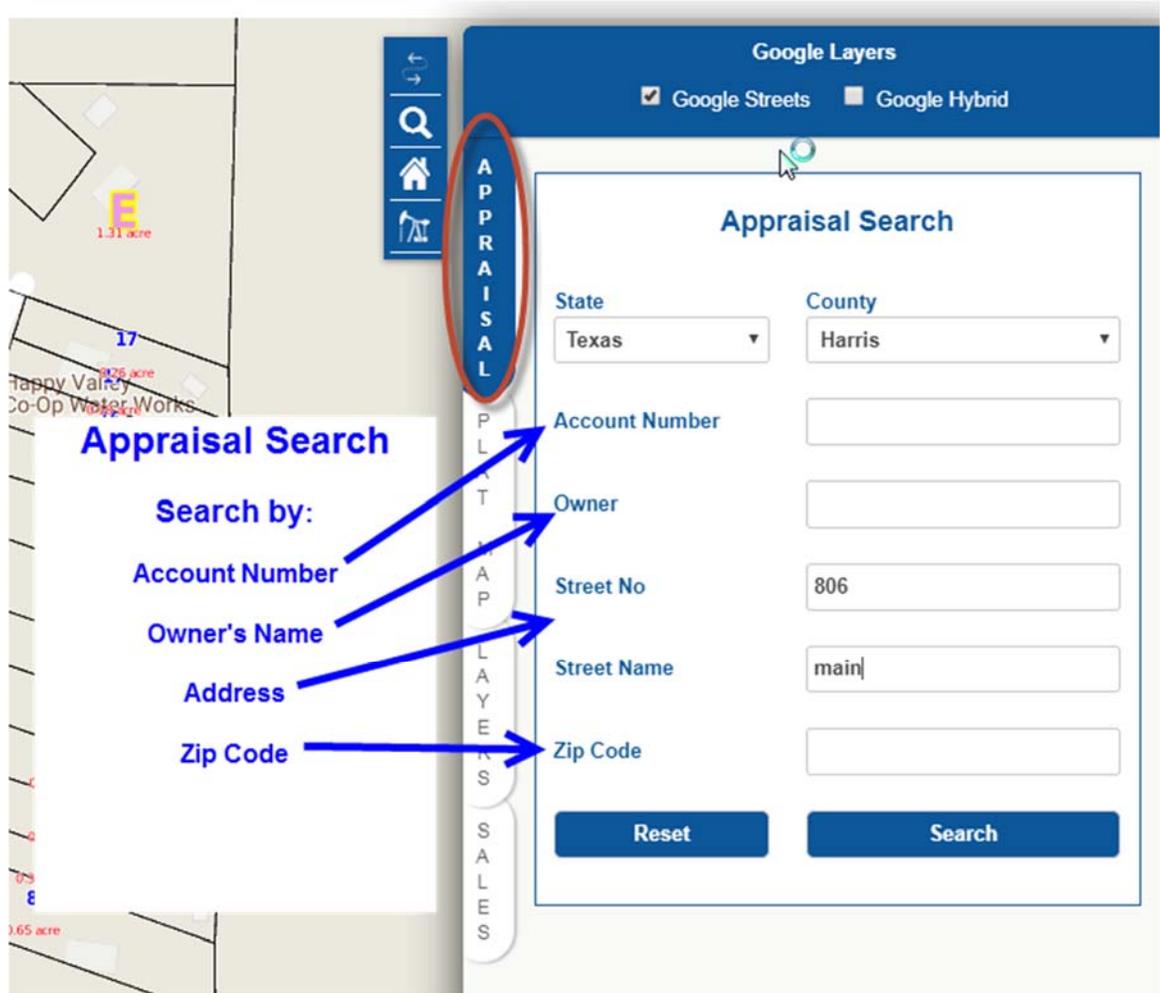
- **Zoom to Survey** – highlight survey area



- **Tax-Plat-Sales Info** – search Tax Information, recorded Plats, choose layers and obtain recent Sales information.



- **Appraisal Search** – search Tax Information for one or several tracts by entering specific Account Number, Owner(s), Street Number and/or Street Name or Zip Code.



## Multiple Results – “Main Street – Collin County”

**Search results**

County: COLLIN, Total Records Found: 1119, but only 1000 displayed.  
 Check boxes to select and create Current Sales Report or Mailing Labels. Click account number to zoom into the parcel.

Account#	Party	Sale Date	Owner	Property Address	
<input type="checkbox"/> 1000758 (R-1190-000-0590-1)			HONEY CREEK PARTNERS LP	208 MAIN ST WESTON, TX 75097	75
<input type="checkbox"/> 1000767 (R-1190-000-0600-1)			FIRST BAPTIST CHURCH OF WESTON	300 MAIN ST WESTON, TX 75097	75
<input type="checkbox"/> 1048770 (R-0809-000-0010-1)			JOHN CLYDE	311 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049056 (R-1022-000-007A-1)			DURHAM JIM C	307 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049154 (R-1022-000-014A-1)			MILLER LASANDRA SUE	303 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049163 (R-1022-000-014B-1)			FAGG BARRY JAMES	301 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049207 (R-1022-000-0150-1)			FAIN EDWIN M	304 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049216 (R-1022-000-016A-1)			JUVENAL ALICE CROCKETT	302 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049332 (R-1022-000-024A-1)			BOWLING JIM	212 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049341 (R-1022-000-024B-1)			DOWNING RONALD K	208 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049350 (R-1022-000-024C-1)			WIGGINS LITA M	210 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049396 (R-1022-000-028A-1)			MOORE TIMOTHY H & ANGELA C	204 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049412 (R-1022-000-028C-1)			MOORE TIMOTHY H & ANGELA C	206 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049430 (R-1022-000-030A-1)			HILL JASON & JENNIE R SR	110 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049449 (R-1022-000-030B-1)			CHURCH OF CHRIST	MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049458 (R-1022-000-0310-1)			METHODIST CHURCH/BLUERIDGE	N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049519 (R-1022-000-034B-1)			FIRST UNITED METHODIST	105 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049528 (R-1022-000-035A-1)			ALLIN WENDY	106 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049537 (R-1022-000-035B-1)			MARR CHRISTOPHER S	107 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049582 (R-1022-000-0390-1)			BATES RANDALL D &	205 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049591 (R-1022-000-0400-1)			RODRIGUEZ MARTIN & TERRI	211 N MAIN ST BLUE RIDGE, TX 75424	75
<input type="checkbox"/> 1049608 (R-1022-000-0410-1)			HURST WILLIAM	213 N MAIN ST BLUE RIDGE, TX 75424	75

# Search Steps

## 1. Search Tax I. D. #, Owner's Name, Address

**Appraisal Search**

State: Texas | County: Harris

Account Number: [ ]

Owner: hinds dan

Street No: [ ]

Street Name: [ ]

Zip Code: [ ]

Buttons: Reset, Search

## 2. Choose Results by checking Box

Account	Owner	Address	City/Zip
<input checked="" type="checkbox"/> 0942270000006	HINDS DAN HALL JR	11711 BRANDON WAY HOUSTON	77024

Check boxes to select and create Current Sales Report or Mailing Labels. Click account number to zoom into the parcel.

## 3. View Results

**Results**

**Parcel Information**

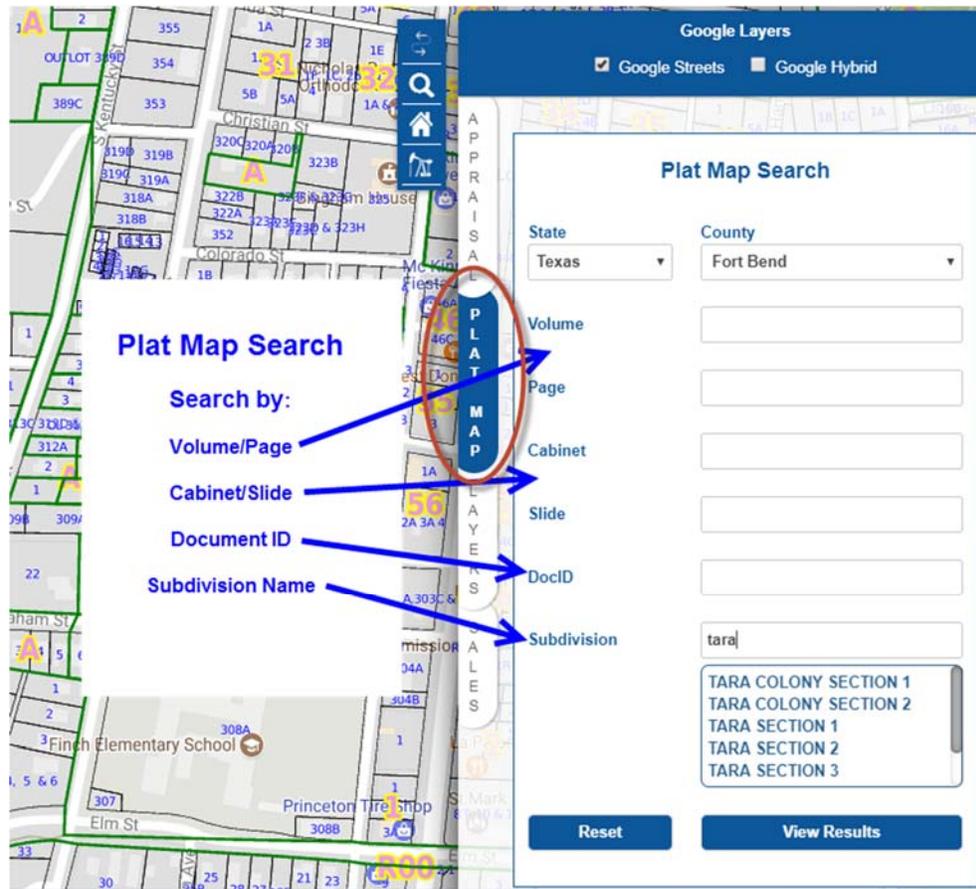
- Account: 0942270000006 → Tax I. D. Number
- Owner: HINDS DAN HALL JR → Owners/Taxpayer Name
- Address: 11711 BRANDON WAY → Address
- City/Zip: HOUSTON / 77024 → Address
- Sub Division: BRANDON PLACE → Subdivision Name
- Volume: 094/227 → Subdivision Name
- Page: [ ] → Approx. Date of Conveyance
- Deed No.& Date: 2006-11-11 → View & Download Recorded Subdivision Plats

View Associated Platmaps

**Reports**

- Order More Reports → Appraisal Report
- Appraisal Detail Report → Appraisal Report
- Mailing Labels → Mailing Labels
- Mailing Labels (Sales) → Mailing Labels
- Sales Report → Sales Report

- **Plat Map Search** – search recorded subdivision Plats and Map by Volume/Page, Cabinet/Slide, Document ID/FilmCode and/or Subdivision Name.



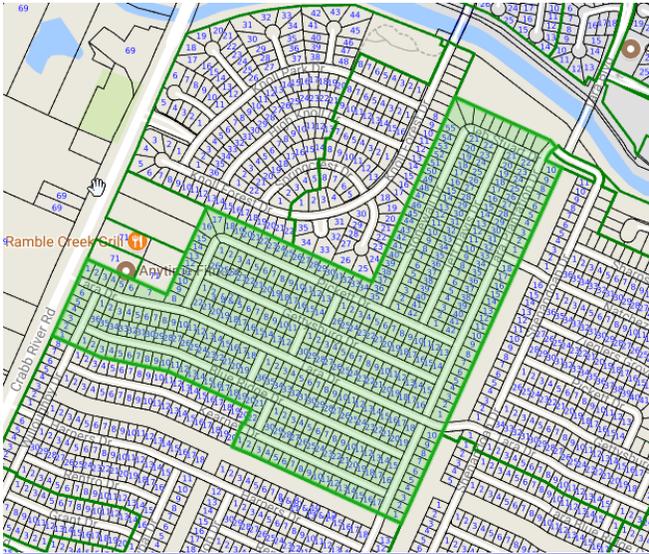
## Search Result – Tara Section 1 – Fort Bend County

Search results								
Click Select to zoom into the Subdivision.								
<input type="checkbox"/>	DocID	Subdivision Name	Plat Vol	Plat Page	Plat Cab	Plat Slide	File Date	View in Map
<input checked="" type="checkbox"/>	280A-280B	TARA SECTION 1						View in Map
<input checked="" type="checkbox"/>		TARA SECTION 1	21	20				View in Map

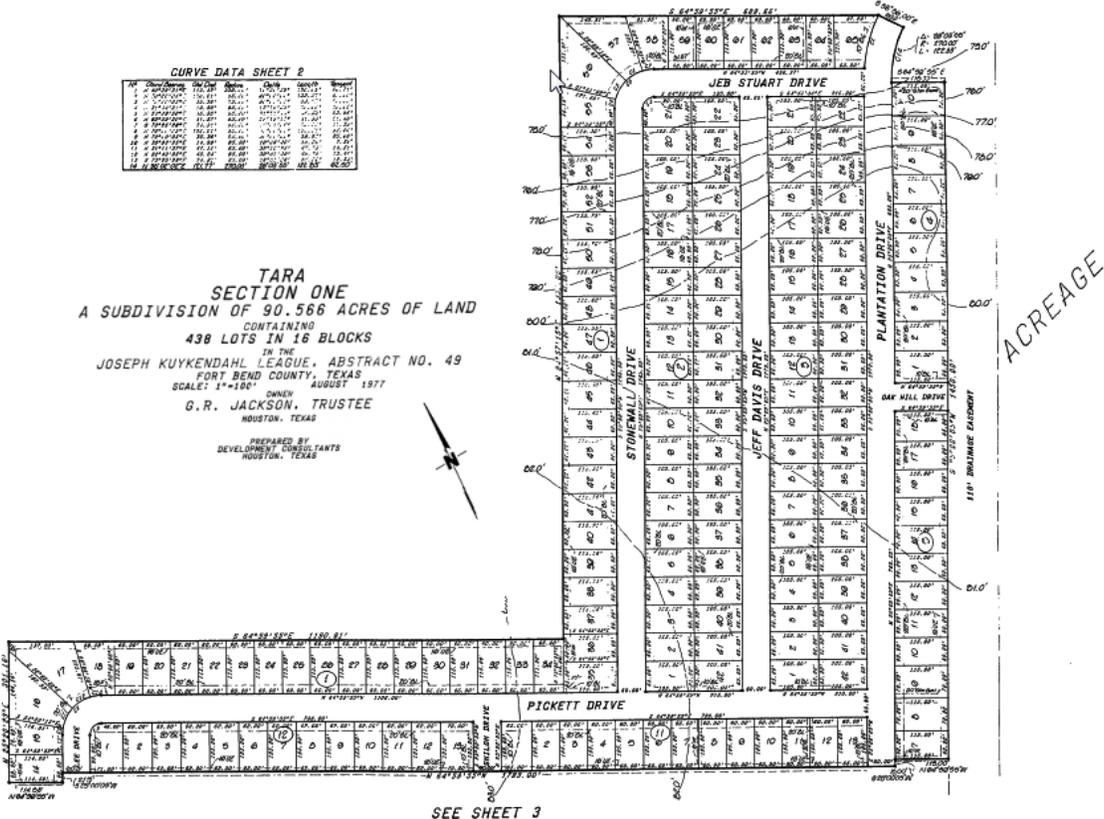
Click “Get Plat Map”



# Area Highlighted on GIS Map



# Recorded Plat is Downloaded



**Note:** To obtain a Recorded Subdivision Plat you can choose to (1) **drill down** to area of map and select Platted area (green outline); (2) **search** Tax ID, Address and/or Owner; and, click "View Plat Map"; or, (3) **search** with "Plat Map" search tab for Plat Name, Volume/Page; Cabinet/Slide or Clerk's File Number.

# GIS Search Tools



 **Select a Parcel** – Click icon and click parcel on map to display Tax, Title and Map information

 **Select Multiple Parcels** – Click icon and draw box around area to generate Tax Reports or Mailing Labels

 **Erase Selected** – Click icon and click “All” to erase or clear selected records or measurement lines

 **Measure Distance** – Click icon then click starting point on map; click twice at end point for distance measure

 **Measure Acres/Square Feet** – Click icon, click and draw area for measurement click twice at end point to display calculations

 **Quick Search** – Click icon to open a dialog box and enter Address or Place of Business, choose from search results to Zoom to property on map

**Note:** The “Quick Search” is an extremely helpful tool to immediate drill down to an address or business name.



# Oil & Gas GIS Information

**Oil & Gas Wells, Leases and Pipeline** research can be important for Title Examiners particularly when searching acreage and/or commercial properties. Within the GIS mapping platform is a large amount of information aggregated from the Texas General Land Office, the Texas Railroad Commission and other private and public sources.

If a pipeline or active oil and gas well is shown on a property it's important for a Title Examiner to add this information to their Title Commitment.

This mapping information includes Easements, Rights of Way, Oil & Gas Leases, Mineral Deeds, etc. associated with an oil and gas lease and/or pipeline.

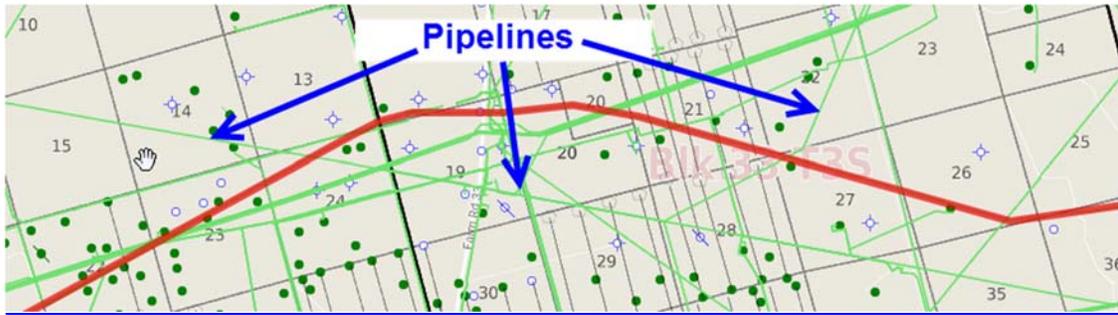
The image shows a screenshot of a GIS application interface. On the left, a map displays property boundaries and various colored overlays representing oil and gas features. On the right, a search panel is visible with the following sections:

- Google Layers:** Includes checkboxes for Google Streets and Google Hybrid.
- Well Search:** Contains dropdown menus for State (Texas) and County (Midland), input fields for API Number (with example Ex: 31763823), Operator Number, and Lease Number, and a "Get Results" button.
- Advanced Well Search:** Contains dropdown menus for Lease Operator Name and Lease Name (both set to "Begins With"), and "Get Results" and "Reset" buttons.

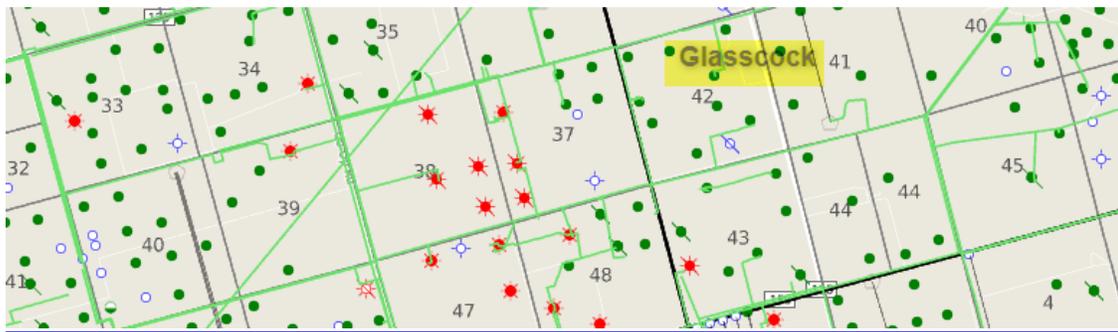
A vertical menu on the left side of the search panel lists the following categories: WELL, PIPELINE, MINERAL, POOLING, and LEGENDS. Blue arrows point from text labels to specific icons in this menu:

- Oil & Gas Search:** Points to the top icon in the menu.
- Well Information:** Points to the icon representing a well.
- Pipeline Information:** Points to the icon representing a pipeline.
- Mineral Tax Rolls:** Points to the icon representing mineral rights.
- Pooling Documents:** Points to the icon representing pooling.
- Oil and Gas Map Legend:** Points to the icon representing the legend.

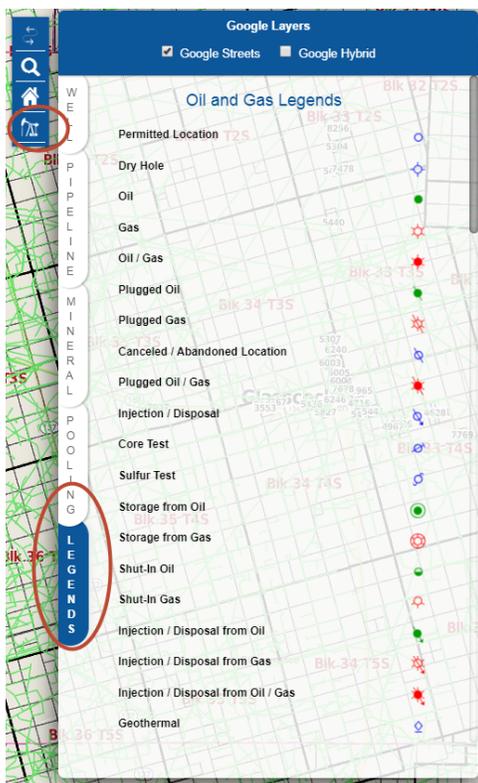
**Green Lines = Pipelines** – Click Green Line (it will turn Red) to download Pipeline information such as Operator (usually = owner); length of line and diameter of pipe and commodities being transport such as Natural Gas, Crude Oil, etc.



**Green Dots = Oil Wells** **Red Dots = Gas Wells**



Use "Legend" for Complete List of Oil & Gas Symbols



# Oil & Gas Reports

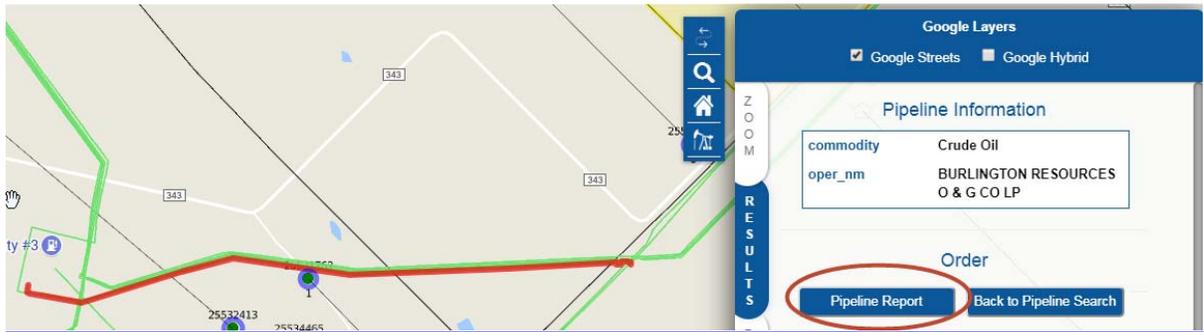
## Pipeline Report

Contains:

- County
- Operator (Owner)
- Commodity Type
- System Type
- System Name
- Pipe Diameter
- Permit Distance (Miles)

[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

Click Pipeline on GIS Map (turns Red)



## Pipeline Report

### Detailed Pipeline Report

Powered by ImersionGIS  
Report Generated on 2nd August 2018 03:48:43 PM

County	REEVES	COUNTY FIPS	389
--------	--------	-------------	-----

Pipeline Attributes			
OPERATOR:	TARGA MIDSTREAM SERVICES LLC	COMMODITY:	Natural Gas
COMMODITY DESCRIPTION:	NATURAL GAS	SYSTEM TYPE:	Gas Gathering
SYSTEM NAME:	SANDHILLS SYSTEM	DIAMETER:	6.63
T4PERMIT:	00126	T4PERMIT MILES:	0.857490
STATUS:	in service	INTERSTATE:	No

# O&G Well Search

Search by:

- State
- County
- API Number
- Operator Number
- Lease Number
- Lease Operator Name
- Lease Name

## Well Search

State	<input type="text" value="Texas"/>	
County	<input type="text" value="Reeves"/>	
API Number	<input type="text" value="38900179"/>	Ex: 31763823
Operator Number	<input type="text"/>	
Lease Number	<input type="text"/>	
<input type="button" value="Get Results"/>		

## Advanced Well Search

Lease Operator Name	<input type="text" value="Begins With"/>	<input type="text" value="ch"/>
Lease Name	<input type="text" value="Begins With"/>	<input type="text"/>
<input type="button" value="Get Results"/>		<input type="button" value="Reset"/>

---

# Multiple Results

**Search results**

Check boxes to select. Click api number to zoom into the well.

API Number	Lease	Permitted Operator	Operator Number	County	W1 Available	Well Number	Select
<input type="checkbox"/>	38900375	CLEVELAND, R. ET AL	CHEVRON U. S. A. INC.	REEVES	No	367293	Select
<input type="checkbox"/>	38900376	CLEVELAND, R. ET AL	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38900379	CLEVELAND, R. ET AL	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38900525	TXL -BM- /NCT-B/	CHANCE PROPERTIES CO.	REEVES	No	000000	Select
<input type="checkbox"/>	38900528	TXL -BM- /NCT-B/	CHANCE PROPERTIES CO.	REEVES	No	000000	Select
<input type="checkbox"/>	38900541	TXL -BM- /NCT-B/	CHANCE PROPERTIES CO.	REEVES	No	000000	Select
<input type="checkbox"/>	38900550	WORSHAM, J. A. ET AL	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38900551	WORSHAM GAS UNIT	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input checked="" type="checkbox"/>	38900887	ANTHONY, H. F.	CHEVRON MIDCONTINENT, L.P.	REEVES	No	000000	Select
<input type="checkbox"/>	38900889	ANTHONY, H. F.	CHEVRON MIDCONTINENT, L.P.	REEVES	No	000000	Select
<input type="checkbox"/>	38900889	BELL, C. M. UNIT	CHEVRON MIDCONTINENT, L.P.	REEVES	No	000000	Select
<input type="checkbox"/>	38900890	EVANS, N. T.	CHEVRON MIDCONTINENT, L.P.	REEVES	No	000000	Select
<input type="checkbox"/>	38900891	EVANS, N. T.	CHEVRON MIDCONTINENT, L.P.	REEVES	No	478176	Select
<input type="checkbox"/>	38901014	REEVES -O- FEE	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38901015	REEVES -O- FEE	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38901017	REEVES -O- FEE	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38901018	REEVES -O- FEE	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38901172	STRAIN, C. H.	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38910001	LIGON, S. E., -A-	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input checked="" type="checkbox"/>	38910003	BARBER, W. T.	CHEVRON U. S. A. INC.	REEVES	No	294111	Select
<input type="checkbox"/>	38910063	CLEVELAND, R.	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38910086	BELL, E. S.	CHEVRON U. S. A. INC.	REEVES	No	000000	Select
<input type="checkbox"/>	38910126	TXL -BM- /NCT-B/	CHANCE PROPERTIES CO.	REEVES	No	000000	Select
<input type="checkbox"/>	38910175	ANTHONY, H. F.	CHEVRON MIDCONTINENT, L.P.	REEVES	No	428125	Select
<input type="checkbox"/>	38910198	REESE CLEVELAND G/	CHEVRON U. S. A. INC.	REEVES	No	000000	Select

Get Combined Well Reports | Get Selected W1(s) | Get Selected Plats

Page 1 of 4 | View 1 - 100 of 371

**Well Information**

Well Type: Plugged Gas Well  
 API: 38900887  
 Oil Lease / Gas ID: 021101  
 Well ID: 1  
 Operator: CHEVRON MIDCONTINENT, L.P.  
 Lease Name: ANTHONY, H. F.

Order

Well Report | Pooling Report  
 Get W1 | Get Plat  
 Back to Well Search

Order More Reports

Appraisal Detail Report | Mailing Labels  
 Mailing Labels (Sales) | Sales Report  
 Tax Report | 1.4  
 View Generated Reports

# Select Record to See on Map

**Well Location**

**Well Report**

**Pooling Report**

**W1**

**Well Plat**

**Well Information**

Well Type: Gas Well  
 API: 38910422  
 Oil Lease / Gas ID: 039843  
 Well ID: 4  
 Operator: CHEVRON U. S. A. INC.  
 Lease Name: TREES, J. C. ESTATE ETAL

Order

Well Report | Pooling Report  
 Get W1 | Get Plat  
 Back to Well Search

Order More Reports

Appraisal Detail Report | Mailing Labels  
 Mailing Labels (Sales) | Sales Report  
 Tax Report  
 View Generated Reports

# Well Report

## Texas Railroad Commission Data

### Contains:

- County
- API Number
- Well Type
- Total Depth
- Abstract
- Survey
- Block
- Section
- Operator
- Lease Name
- Field



### Detailed Well Report

Powered by ImersionGIS  
Report Generated on 2nd August 2018 02:19:03 PM

<b>County:</b>	REEVES	<b>API NUM:</b>	38910422
<b>GIS WELL NUMBER:</b>	4H	<b>GIS SYMBOL:</b>	Gas Well
<b>GIS LAT (NAD27):</b>	31.309370	<b>GIS LONG (NAD27):</b>	-103.140010
<b>GIS LAT (NAD83):</b>	31.309510	<b>GIS LONG (NAD83):</b>	-103.140450

OPERATOR/WELLBORE			
<b>TOTAL DEPTH:</b>	17150	<b>ABSTRACT:</b>	1300
<b>SURVEY:</b>	PSL/L. R. WRIGHT	<b>BLOCK:</b>	C-4
<b>SECTION:</b>	1		

COMPLETION RECORD			
<b>LEASE/ID:</b>	039843	<b>OPERATOR:</b>	CHEVRON U. S. A. INC.
<b>LEASE NAME:</b>	TREES, J. C. ESTATE ETAL	<b>FIELD:</b>	WAHA, WEST (ELLENBURGER)
<b>WELL NUMBER:</b>	4H		

COMPLETION RECORD			
<b>LEASE/ID:</b>	190423	<b>OPERATOR:</b>	CHEVRON U. S. A. INC.
<b>LEASE NAME:</b>	TREES, J. C. ESTATE ET AL	<b>FIELD:</b>	WAHA, WEST (DEVONIAN)
<b>WELL NUMBER:</b>	4H		

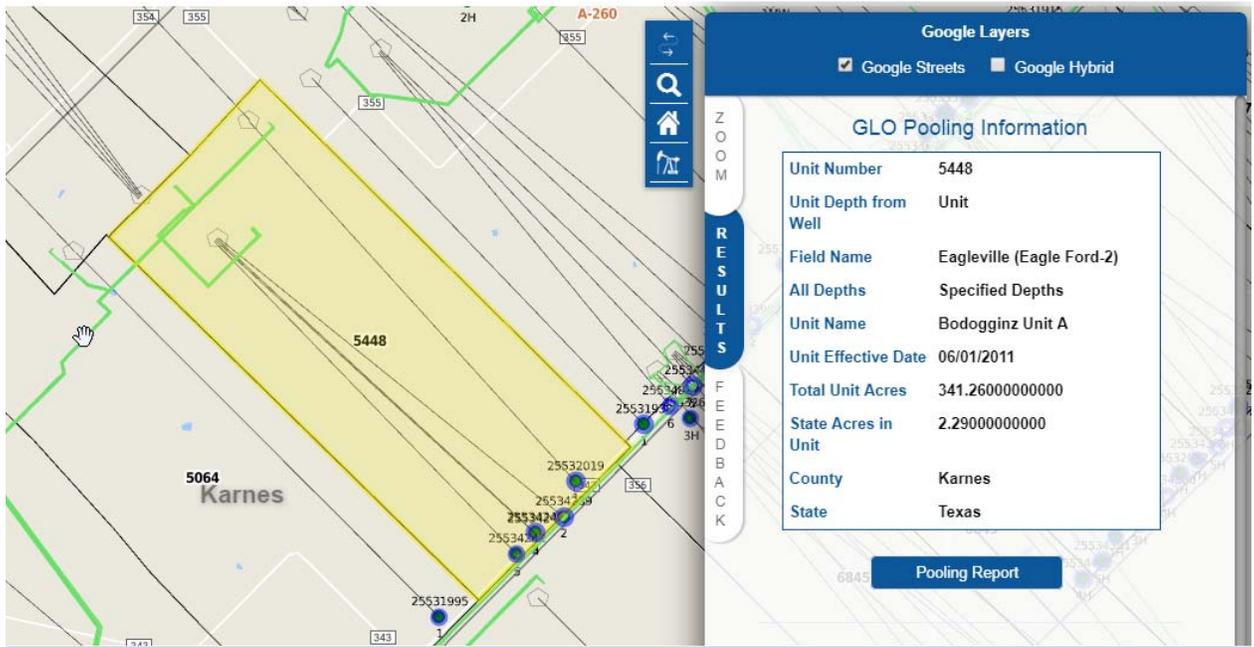
COMPLETION RECORD			
<b>LEASE/ID:</b>	132181	<b>OPERATOR:</b>	CHEVRON U. S. A. INC.
<b>LEASE NAME:</b>	TREES, J.C. ESTATE ETAL	<b>FIELD:</b>	WAHA (MONTROYA)
<b>WELL NUMBER:</b>	4H		



# Pooling Report

Contains:

- County
- Unit Number
- Unit Name
- Total Acreage in Unit
- Depth
- Lease Date



## Detailed GLO Pooling Agreement/ Unit Number Report

Powered by ImersionGIS  
Report Generated on 2nd August 2018 03:55:40 PM

<b>County</b>	Karnes	<b>COUNTY FIPS</b>	
<b>Lease Information</b>			
<b>Unit Number</b>	5448	<b>Depth Specified / All</b>	Specified Depths
<b>Unit Name</b>	Bodogginz Unit A	<b>Depth From (ft)</b>	0
<b>Minerals Pooled</b>	Oil And Gas	<b>Depth To (ft)</b>	13087
<b>Total Acres in Unit</b>	341.260000000000	<b>Depth from Formation</b>	
<b>State Owned Acres in Unit</b>	2.290000000000	<b>Depth To Formation</b>	Eagle Ford Shale
<b>Total Leased Acres in Unit</b>	2.290000000000	<b>Depth Land Part</b>	
<b>Lease Date</b>	06/01/2011	<b>Depth from Other</b>	Surface
		<b>Depth To Other</b>	

# Drill Site Plat

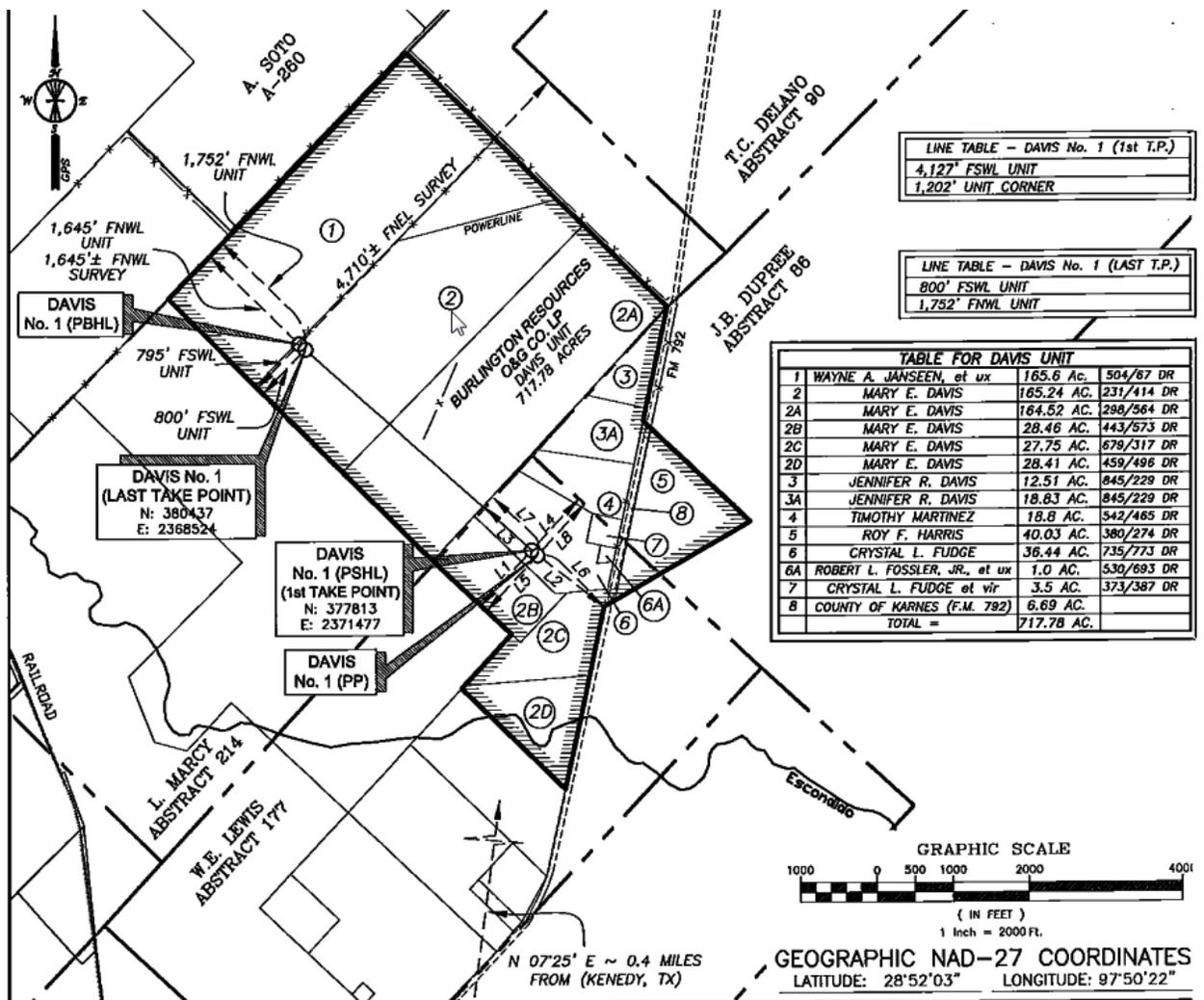
Order

Well Report

Pooling Report

Get W1

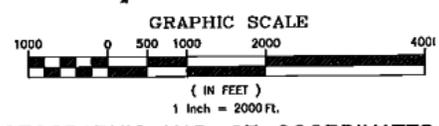
Get Plat



LINE TABLE - DAVIS No. 1 (1st T.P.)	
4,127' FSWL UNIT	
1,202' UNIT CORNER	

LINE TABLE - DAVIS No. 1 (LAST T.P.)	
800' FSWL UNIT	
1,752' FNWL UNIT	

TABLE FOR DAVIS UNIT			
1	WAYNE A. JANSEEN, et ux	165.8 AC.	504/87 DR
2	MARY E. DAVIS	165.24 AC.	231/414 DR
2A	MARY E. DAVIS	164.52 AC.	298/564 DR
2B	MARY E. DAVIS	28.46 AC.	443/573 DR
2C	MARY E. DAVIS	27.75 AC.	679/317 DR
2D	MARY E. DAVIS	28.41 AC.	459/496 DR
3	JENNIFER R. DAVIS	12.51 AC.	845/229 DR
3A	JENNIFER R. DAVIS	18.83 AC.	845/229 DR
4	TIMOTHY MARTINEZ	18.8 AC.	542/465 DR
5	ROY F. HARRIS	40.03 AC.	380/274 DR
6	CRYSTAL L. FUDGE	36.44 AC.	735/773 DR
6A	ROBERT L. FOSSLER, JR., et ux	1.0 AC.	530/693 DR
7	CRYSTAL L. FUDGE et vir	3.5 AC.	373/387 DR
8	COUNTY OF KARNES (F.M. 792)	6.69 AC.	
TOTAL =		717.78 AC.	



GEOGRAPHIC NAD-27 COORDINATES  
 LATITUDE: 28°52'03" LONGITUDE: 97°50'22"

**DAVIS No. 1 (PSHL)**  
 STATE PLANE COORDINATES - TEXAS SOUTH CENTRAL ZONE - NAD 1927:  
**N: 377813 E: 2371477**  
 PERPENDICULAR DISTANCES FROM NEAREST DESIGNATED LINES:  
 UNIT: (L1) 4,127' FSWL & (L2) 1,202' UNIT CORNER GROUND ELEV: 317'  
 SURVEY: (L3) 830'± FNWL & (L4) 908' FNEL SURVEY  
 BEARS: N 07°25' W MILES: 0.4 MILES FROM (KENEDY, TEXAS)  
**DAVIS No. 1 (P.P.)**  
**N: 377744 E: 2371552**  
 PERPENDICULAR DISTANCES FROM NEAREST DESIGNATED LINES:  
 UNIT: (L5) 4,128' FSWL & (L6) 1,100' UNIT CORNER

**GEOGRAPHIC NAD-83 COORDINATES:**  
 LATITUDE: 28°52'03" LONGITUDE: 97°50'23"

**WARNING:**  
 THIS PLAT MAY NOT SHOW ALL CROSSINGS OF PIPELINES OR CABLES. HOWLAND ENGINEERING AND SURVEYING CO., INC. ASSUMES NO RESPONSIBILITY TO LOCATE PIPELINE OR CABLE CROSSINGS. NO CLAIM IS HEREBY MADE REGARDING CURRENT OR ACTUAL SURFACE/MINERAL FEE OWNERSHIP OR LESSOR. THIS PLAT IS NOT TO BE USED AS A BOUNDARY SURVEY. THIS DRAWING MADE EXCLUSIVELY FOR BURLINGTON RESOURCES O&G CO. LP. COPYRIGHT HOWLAND ENGINEERING AND SURVEYING CO., INC. 2010 ©

**BURLINGTON RESOURCES O&G CO. LP**

**DAVIS No. 1 LOCATION**  
 DAVIS UNIT  
 717.78 ACRES

# Mineral Report per Property Tax Rolls

Search by:

- County
- Lease Number
- Operator
- Owner/Taxpayer

Search Page

Contains:

- County
- Account Number
- Tax Year
- Owner/Taxpayer Name
- Owner/Taxpayer Address
- Lease Number
- Legal
- Royalty Percentage
- Value

Landmen use Mineral Tax Rolls to take a snapshot of who owns or who is paying property taxes on mineral being produced from a certain Lease in the county.

Owner Number	Owner Name	Lease Number	Operator	Value		
100451	HUNTER MARY B	60049	OMINEX ENERGY INC	1370	Mineral Report	Well Report
100966	HUNTER OIL LLC	60049	OMINEX ENERGY INC	400	Mineral Report	Well Report
101360	BALONEY FEATHERS LTD	60049	OMINEX ENERGY INC	120	Mineral Report	Well Report
101360	BALONEY FEATHERS LTD	60049	OMINEX ENERGY INC	120	Mineral Report	Well Report
101549	ROSS NANCY COOK	60049	OMINEX ENERGY INC	120	Mineral Report	Well Report
101550	LIVINGSTON D'ANA MICHELLE COOK	60049	OMINEX ENERGY INC	40	Mineral Report	Well Report
101551	MOCZYGEIMBA STEPHANIE J COOK	60049	OMINEX ENERGY INC	40	Mineral Report	Well Report
101552	COOK DAVID KENT	60049	OMINEX ENERGY INC	40	Mineral Report	Well Report
1393	COOK DAN H	60049	OMINEX ENERGY INC	120	Mineral Report	Well Report
2794	HANCOCK J E EST	60049	OMINEX ENERGY INC	2290	Mineral Report	Well Report
4139	MCDONALD PRODUCTION	60049	OMINEX ENERGY INC	120	Mineral Report	Well Report
4757	OMIMEX ENERGY INC	60049	OMINEX ENERGY INC	23070	Mineral Report	Well Report
5519	RUSSELL JAMES D	60049	OMINEX ENERGY INC	160	Mineral Report	Well Report
6992	WILKE MARY FRANCES	60049	OMINEX ENERGY INC	120	Mineral Report	Well Report
7551	LUBBOCK CHRISTIAN UNIVERSITY	60049	OMINEX ENERGY INC	4580	Mineral Report	Well Report
7599	HANCOCK EILEEN M EST TRUST	60049	OMINEX ENERGY INC	2290	Mineral Report	Well Report
8408	KIMBELL ART FOUNDATION	60049	OMINEX ENERGY INC	1860	Mineral Report	Well Report
8642	SUNDANCE MINERALS	60049	OMINEX ENERGY INC	80	Mineral Report	Well Report

## Detailed Mineral Report

Powered by ImersionGIS  
Report Generated on 2nd August 2018 07:05:51 PM

Mineral Information			
County	LYNN	Year	2017
Account Number	00222	Sequence	00001
Owner Number	4757	Owner Name	OMIMEX ENERGY INC
Owner Address	7950 JOHN T WHITE RD FORT WORTH TX 76120-3608		
Lease Number	60049	RTYPE	WI
Legal	GREEN MIRIAM LGE 4 SUR WILSON CSL	Type	G1
Operator	OMINEX ENERGY INC	Royalty	0.812500
Jurisdiction Number	00-01-33-60-65	Value	23070

## Important Tip

# Report Title Plant Errors or Discrepancies

## Verify/Rekey

It's easy to report errors or discrepancies when using the Title Plants.

When a searcher sees an error or would like to suggest a better way to key a Legal Description or a Name they simply:

- 1) Click on record to be rekeyed
- 2) Add Comments
- 3) Click Verify/Rekey to send to Data Entry Department

The screenshot shows a web interface for searching title plants. At the top, it says "General - Search Term: jones markedit". Below that, it shows user information: "User: Cones, Paul" and "County: Taylor". A date range is set from "08/03/1878 To - 07/27/2018".

Subdivision Name	Lot/Block	Fee Form	Legal	Document Type	Grantor	Grantee	File Date	Instrument Date	Document ID	Book	Type	Volume	Page	Copy	Image
RIDGMAR 1	17 A	LT17 BK A RIDGMAR 1	WARRANTY DEED V/LIEN	CARTER SALLY P	JONES MARK A		9/30/1999	09-30-1999	99017882	OR	2452	476		1999.09017882	TX:TY:DXI:1999.09017882
RIDGMAR 1	17 A	LT17 BK A RIDGMAR 1	DEED OF TRUST	JONES MARK A	JONES ZULEMA		9/30/1999	09-30-1999	99017883	OR	2452	479		1999.09017883	TX:TY:DXI:1999.09017883
RIDGMAR 1	17 A	LT17 BK A RIDGMAR 1	WARRANTY DEED V/LIEN	JONES MARK A	WALKER DAVID L		5/8/2002	04-25-2002	02007870	OR	2696	609		2002.2007870	TX:TY:DXI:2002.2007870
RIDGMAR 1	71 A	LT17 BK A RIDGMAR 1	RELEASE OF LIEN	HOMESIDE LENDING INC	JONES MARK A	JONES ZULEMA	7/2/2002	06-15-2002	02011198	OR	2712	344		2002.2011198	TX:TY:DXI:2002.2011198

Annotations on the screenshot:

- "Click Box After Downloading Document" points to a checkbox in the first row.
- "Click Verify/Rekey to Send to Data Department" points to the "Verify/Rekey Selected" button.
- "Add Comments" points to the text input field next to the "Verify/Rekey Selected" button, which contains the text "should be Lot 17 not 71".

The Sender will typically receive an email message within a few minutes letting them know the record has been corrected and a credit was given for the cost of the document.

When subscribers contribute suggested improvements to the database then this helps everyone.

## Customer Service Desk

Email: [information@CourthouseDirect.com](mailto:information@CourthouseDirect.com)

Phone: 713-683-4065

## Title Plant Subscriptions

Paul Cones

Email: [pcones@CourthouseDirect.com](mailto:pcones@CourthouseDirect.com)

Phone: 713-683-4012