

## **The Owners in Street Report**

## Property Toolkit User Guide



## **The Owners in Street Report**

This report provides a **list of owners in a street** and includes the **street numbers**, **ERF numbers**, the **size of each property** as well as the **owners name and ID number**. The report also includes the **last 5 Transactions in that street**.

Click on **"Owners in Street Report"** and then <u>enter the street name</u>. The system will **provide options on the drop-down list as you type**.

Select the street name with the correct suburb in brackets and then click on the search icon









## **The Owners in Street Report**





If the search results are correct, click on **"View"** to open the report.

The map will <u>automatically update</u> once you have clicked on the search icon.

You can also do an "Advanced Search" by clicking on this tab.

You just need to enter the Suburb name and Street name then click on "Search" at the bottom of the page.

To **download** the report in a printable format, click on **"PDF Export"** or **"Excel Export"** at the top of the page, or **"Email Report"** should you wish to send it to someone or yourself:

