The McKean County Recorder of Deeds Office

is pleased to offer on-line access to its official records database. See the chart below for online availability of records. Two different search options and plans are available for your convenience. Details on each option are described in this brochure.

For more detailed information, visit www.landex.com.

MCKEAN COUNTY ONLINE RECORDS AVAILABILITY

Deeds	1929	to	present
Mortgages	1972	to	present
Miscellaneous	1973	to	present

SYSTEM REQUIREMENTS

PC minimum computer configuration includes:

- ✓ Windows XP or higher
- ✓ 512 MB of RAM
- √ 25 megabytes of free hard disk space
- ✓ Internet connection
- ✓ PDF Viewer (Adobe Acrobat)

If the PC has a firewall installed, it may disable access to the county information. A port may need to be opened.

LANDEX is a Land Record Information and Imaging Management System - has been helping County government employees throughout Pennsylvania, New York and New Jersey to be more productive, while improving services to their constituents.

OSS - Landex is programmed and supported by Optical Storage Solutions, Inc. based in Lebanon, Penna. Optical Storage Solutions, Inc. (OSS) was founded in 1981 as a computer hardware and support company. Technological advances in the field of data storage were the catalyst for the company to begin its migration into software development. Today, OSS designs recording and imaging software for Recorder of Deeds, County Clerks, Register of Wills, Surrogates and Clerk of Orphans' Court offices. OSS performs all aspects of the hardware and software installation and provides ongoing training and technical support.. Our partners include NTS Data based in Niagara Falls, New York and IMR based in Camp Hill, Pennsylvania.

PA Counties Using Landex Remote & Webstore

Armstrong	Lehigh	
Blair	Luzerne	
Bradford	McKean	
Bucks	Monroe	
Cameron	Northampton	
Carbon	Northumberland	
Clearfield	Perry	
Columbia	Potter	
Crawford (RW)	Snyder	
Crawford (OC)	Somerset	
Cumberland	Sullivan	
Fayette (RW/OC)	Susquehanna	
Franklin	Tioga	
Juniata	Washington	
Lebanon	York	



On-Line Access Available in McKean County

Optical Storage Solutions, Inc.

738 Cumberland Street Lebanon, PA 17042 phone: 717-274-5890 fax: 717-274-5895

email: oss@landex.com

These programs are operated, directed and administered by Optical Storage Solutions, Inc. under the direct auspices of McKean County, Pennsylvania. OSS is the supplier of the LANDEX — Land Record Image and Information Management System currently in use by the Recorder of Deeds Office.

Updated 10-2014



...a comprehensive search tool for the <u>frequent</u> searcher. Per minute and per page fees are charged while you are connected to the county. Search criteria are identical to the software in the courthouse. Download and installation of the software is required.

SEARCHES ...**can** be performed by any combination of the fields listed below. Information available and data layout will vary from county to county.



- 1. Name
- 2. Recorded date
- 3. Book and page number
- 4. Instrument type
- 5. Instrument number
- 6. Municipality/parcel number if available
- 7. Reference instrument
- 8. File number, if available
- 9. Parcel Number, if available.

PAYMENT ...after installing and testing the software, subscribers are required to establish and maintain a debit account balance. This is performed via the "Add Money" link on the website. User ID and password are required each time money is added; a minimum of \$25 is required per credit card transaction. This money may be placed on multiple counties as long as the total is at least \$25. Account balances are never credited because of inactivity. Credit card payment is accepted for immediate access. Payment in the form of a check may be submitted, but will take a few days to be processed.

FEES... Beginning July 1, 2014, the cost will be \$.15 each minute the user is on-line and connected to the county. In addition \$.10 will be charged for each page downloaded. All printing is done on your local printer - there is no "per print" charge.

SEARCH INSTRUCTIONS... functionality of the program is practically identical to the Landex Retrieval module in the courthouse. Screen presentations may differ due to variations in subscribers' monitor sizes.

A Help manual is available from the main screen of the Landex Remote program. Prior to connecting to a county, click on the Help menu

Contents. An entire manual is available with complete instructions on performing searches, printing reports, and viewing images. Subscribers are recommended to perform some test searches on the demo site. This site allows 15 free minutes of connection time to learn how to perform a search.

and then click on



WILANDEX WEBSTORE

... the webstore is a basic search tool for the <u>infrequent</u> searcher. Payment is made on a per document and per order basis. Searches are performed via a website.

SEARCHES...may be performed across multiple counties at the same time. Searches may be limited or expanded based on county.

to get started visit: www.landex.com/webstore

limited or expanded based on county, instrument type and municipality. Only basic information will be retrieved. Images may only be viewed after credit card payment is received.

PAYMENT... image pricing is as follows:

- \$2 for the first page of each document ordered
- \$.75 for each additional page (after the first page \$2 fee)
- \$5 order processing/handling fee

SEARCHING CAPABILITIES... searches may be performed by any combination of the following fields. Information available and data layout will vary from county to county.

- 1. Name (please read the help information when searching by name)
- 2. Recorded date
- 3. Book and page number
- 4. Instrument type
- 5. Instrument number
- 6. Municipality



SEARCH RESULTS... Basic information on each document is returned, sorted by county name and date recorded.

Click on the "Add to Cart" checkbox to purchase the image and update the shopping cart.

If there is no "Add to Cart" button, no image exists with this document.

VIEWING IMAGES ... A .pdf viewer is required to retrieve images. A link is listed on the web site to download a free version of Adobe Acrobat Reader. All documents purchased reside in your account history for future reference.