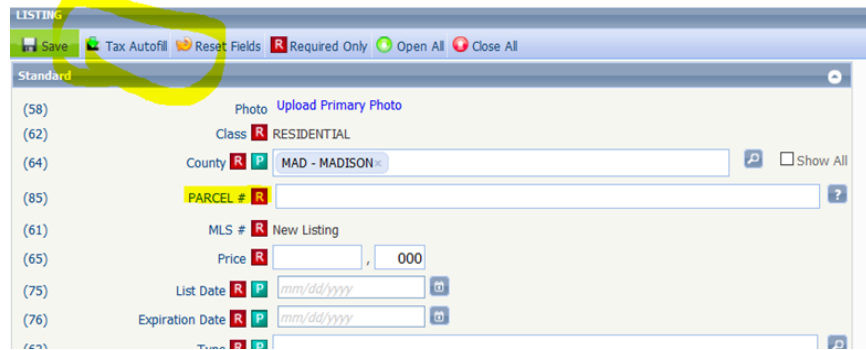


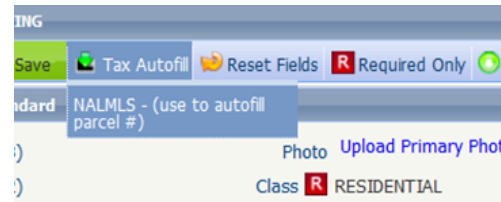


5 Steps in Completing the Required Tax Autofill in NALMLS

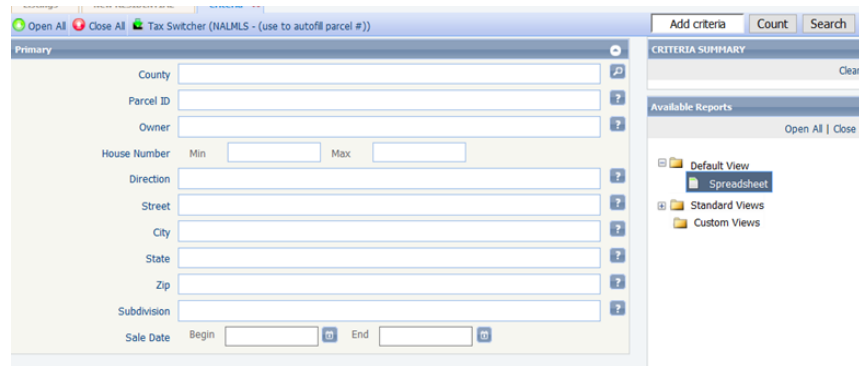
STEP 1 - When you get to the Parcel # Field, click on the TAX AUTOFILL LINK



STEP 2 - From the drop-down menu, click on NALMLS - (Use to autofill parcel #)

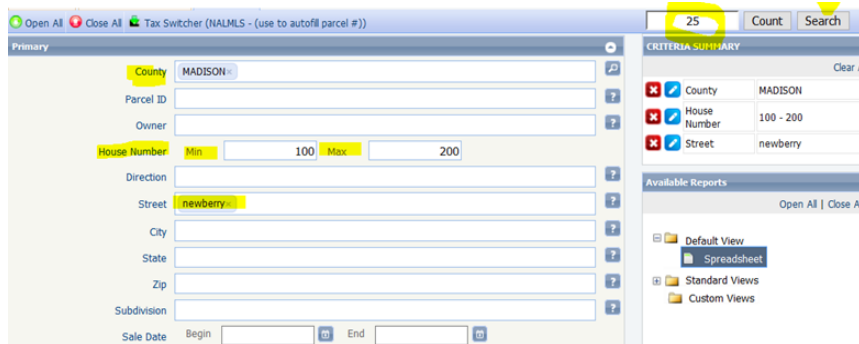


STEP 3 - Takes you to this search screen



Remember: This is a SEARCH screen to filter your results. Best practices is to enter:

- County
- House Number Min _____ Max _____
- Street Name
- Notice that I have 25 results.



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STEP 4 - After you click on the SEARCH button, you will see results (example below).

?	Parcel ID	Tax Amount	Tax Year	Owner	County	House Number	Street	Subdivision	Address	Mail Address
1	089-15-03-05-0-001-094.001	775.20	2016	FRENCH DEENA K	MADISON	190	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	190 NEWBERRY CT	190 NEWBERRY CT
2	089-15-03-05-0-001-094.002	614.60	2016	BROWN ANGELA W	MADISON	197	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	197 NEWBERRY CT	197 NEWBERRY CT
3	089-15-03-05-0-001-094.003	667.60	2016	FROBMAN, STEVEN CHARLES & MARGARET	MADISON	195	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	195 NEWBERRY CT	195 NEWBERRY CT
4	089-15-03-05-0-001-094.004		2016	ADAM KENNETH	MADISON	193	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	193 NEWBERRY CT	193 NEWBERRY CT
5	089-15-03-05-0-001-094.005	567.86	2016	CELANO, ALAN W	MADISON	191	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	191 NEWBERRY CT	191 NEWBERRY CT
6	089-15-03-05-0-001-094.006	1367.32	2016	WHITE RANEE	MADISON	189	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	189 NEWBERRY CT	189 NEWBERRY CT
7	089-15-03-05-0-001-094.007	477.38	2016	STANLEY, CARRIE B & HENRY W	MADISON	187	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	187 NEWBERRY CT	187 NEWBERRY CT
8	089-15-03-05-0-001-094.008	618.88	2016	WHITE D ZORNA W	MADISON	185	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	185 NEWBERRY CT	185 NEWBERRY CT
9	089-15-03-05-0-001-094.009	477.28	2016	JAMES EDWARD W	MADISON	183	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	183 NEWBERRY CT	183 NEWBERRY CT
10	089-15-03-05-0-001-094.010	767.21	2016	WARRIEN, DANIELA	MADISON	181	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	181 NEWBERRY CT	181 NEWBERRY CT
11	089-15-03-05-0-001-094.011	475.19	2016	WARRINGTON, BEVERLY T	MADISON	179	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	179 NEWBERRY CT	179 NEWBERRY CT
12	089-15-03-05-0-001-094.012	644.61	2016	JANE DOE	MADISON	177	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	177 NEWBERRY CT	177 NEWBERRY CT
13	089-15-03-05-0-001-094.013	596.51	2016	ELBERT WATSON	MADISON	176	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	176 NEWBERRY CT	176 NEWBERRY CT
14	089-15-03-05-0-001-094.014	767.21	2016	STANLEY, CARRIE B & HENRY W	MADISON	176	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	176 NEWBERRY CT	176 NEWBERRY CT
15	089-15-03-05-0-001-094.015	576.56	2016	WATSON, D MICHAEL WATSON	MADISON	180	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	180 NEWBERRY CT	180 NEWBERRY CT
16	089-15-03-05-0-001-094.016	685.41	2016	CAMPBELL, BRYAN L	MADISON	182	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	182 NEWBERRY CT	182 NEWBERRY CT
17	089-15-03-05-0-001-094.017	715.34	2016	CELANO, ALAN W	MADISON	184	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	184 NEWBERRY CT	184 NEWBERRY CT
18	089-15-03-05-0-001-094.018		2016	WATSON, VERA LISA	MADISON	186	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	186 NEWBERRY CT	186 NEWBERRY CT
19	089-15-03-05-0-001-094.019	1368.44	2016	ANDERSON, LAURA E	MADISON	188	NEWBERRY CT	WYNWOOD AT BEVERLYS PL	188 NEWBERRY CT	188 NEWBERRY CT

You will put a check in the box to the left of the CORRECT parcel number and then click on AUTOFILL.

?	Parcel ID	Tax Amount	Tax Year	Owner
1	089-15-03-05-0-001-094.001	775.20	2016	FRENCH DEENA K
2	089-15-03-05-0-001-094.002	614.60	2016	BROWN ANGELA W
3	089-15-03-05-0-001-094.003	667.60	2016	FROBMAN, STEVEN CHARLES & MARGARET

STEP 5 - After you select AUTOFILL from the previous screen, you will see the below screen.

Include	#	Description	Values
<input checked="" type="checkbox"/>	(68)	City	MADISON
<input checked="" type="checkbox"/>	(64)	County	MADISON
<input checked="" type="checkbox"/>	(66)	Addr	177
<input type="checkbox"/>	(81)	BLK	
<input checked="" type="checkbox"/>	(91)	LEGAL	LOT 12 WYNWOOD AT BEVERLYS PLACE PB 47 PG 24
<input checked="" type="checkbox"/>	(80)	LOT	12
<input checked="" type="checkbox"/>	(85)	ParTaxID	089-15-03-05-0-001-094.012
<input checked="" type="checkbox"/>	(209)	DNUTaxID	089-15-03-05-0-001-094.012
<input checked="" type="checkbox"/>	(69)	State	AL
<input type="checkbox"/>	(237)	TxAmt	0
<input checked="" type="checkbox"/>	(238)	TxYr	2016
<input checked="" type="checkbox"/>	(70)	Zip	35757

These fields are OPTIONAL data fields from the tax records that CAN be auto filled on your listing. If you ONLY wish to auto fill the Parcel #, you will need to deselect the other boxes. Once you are satisfied of the auto-filled data, click on SAVE, which takes you directly back to the listing input screen and you're ready to complete your listing!



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