



What is	covered in	this	auick	reference	auide?
vviiatis	COVEREGIE	า แมง	quick	reference	quiue:

•	Searching for a Property Summary	Page 2
•	Property Summary Information	Page 2
•	Land Summary Information	Page 4

Page 1 Published 29/05/2025





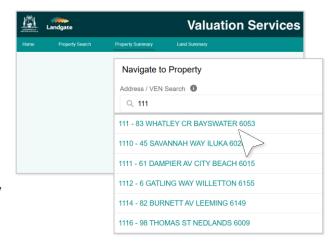
#### **Searching for a Property Summary**

Navigate to the **Property Summary** page by clicking on the **Property** Summary tab.



- Enter the Address or VEN for the property you want to view using the Address / VEN Search field. Select a property from the list.
- Note: Only active VENs will be returned.

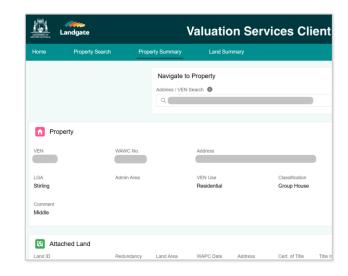
You can search for a property summary using **more fields** through the **Property Search page**. For more information on how to do so, refer to the **Property Search QRG and video**.



#### **Property Summary Information**

With a property selected, the property's details will be displayed into several sections. There will be more or less sections depending on your agency's access and if each section is relevant to the selected property.

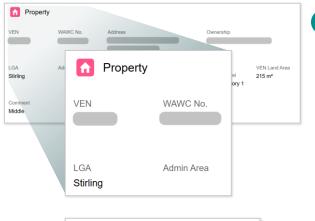
Continued on the next page...



Page 2 Published 29/05/2025







The **Property Section** details the **basic information** about the property, including the VEN and classification.



The **Attached Land section** lists the selected property's **associated lands** and provides the **basic information** on each piece of land.

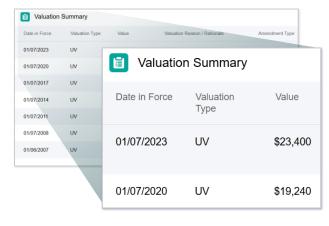
**Expand** an attached land to view it in more detail using the **dropdown arrow**.



To view even more information on a piece of land, click on its **Land ID** to view that **land's summary**.

**Note:** Refer to the **Land Summary Information section** of this QRG for more information on the **Land Summary page**.

The Valuation Summary section includes the property's historic rating and taxing values (UVs). The Valuation Summary section will only be displayed when your agency is subscribed as a Client on the VEN.



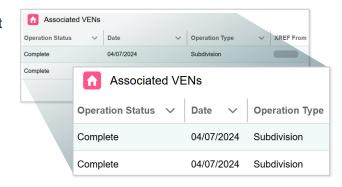
Continued on the next page...

Page 3 Published 29/05/2025





The Associated VENs section will list any parent or child VENs for the selected property.

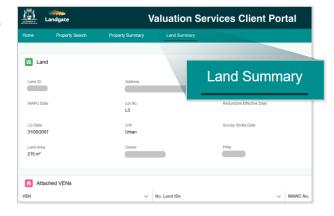


#### **Land Summary Information**

- You can access a property's Land
  Summary by clicking on a Land ID in
  the Attached Land section of the
  Property Summary tab.
- Note: Alternatively, you can search directly for a piece of land using the property/land toggle on the Property Search page. Then click on a Land ID in the Search Results table.



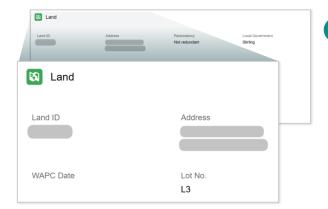
- Clicking on the Land ID will take you to the Land Summary page where the Originating, Resultant or Associated Land details will be displayed.
- Continued on the next page...



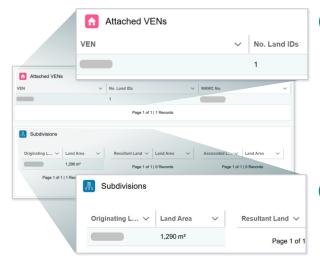
Page 4 Published 29/05/2025







The Land section gives the basic information about the land such as the address, lot number and land area.



The attached VENs and their details will be listed in the Attached VENs section. Clicking on a VEN will open that VEN on the Property Summary page.

The **Subdivisions section** details the **originating**, **resultant** and **associated** land information.

Page 5 Published 29/05/2025