SEDGWICK COUNTY REGISTER OF DEEDS ONLINE DOCUMENT SEARCH INSTRUCTIONS

NAVIGATING TO THE SEARCH SCREEN

REGISTRATION FORM (YOUR ACKNOWLEDGMENT OF K.S.A. 45-230)

SEARCH OPTIONS

DOCUMENT NUMBER OR FILM/PAGE

SEARCH FOR A DEED

SEARCH FOR A MORTGAGE RELEASE/SATISFACTION/DISCHARGE

PLATTED PARCEL SEARCH

SECTION-TOWNSHIP-RANGE SEARCH

SEARCH RESULTS

IMAGE

DATA

At this time, we are unable to make changes to the user interface of the online document search. We appreciate your patience and apologize for any inconvenience.

QUESTIONS?

CONTACT THE REGISTER OF DEEDS OFFICE AT

316-660-9400

or

registerofdeeds@sedgwick.gov

NAVIGATING TO THE SEARCH SCREEN

- Go to <u>www.sedgwickcounty.org/register-of-deeds/</u>
- Click Search for a Document.



• Click Begin Online Document Search to go to the Registration Form, where you will acknowledge the Disclaimer and your acknowledgment of K.S.A. 45-230, the Open Records Act.

Search for a Document

Please note that we have taken heightened security measures to protect Social Security Numbers, etc. Under the new security measures we will be able to identify everyone who logs onto the Recorded Document Search, which computer was used, and which document was viewed. Users must comply with the Kansas Open Records Statute, K.S.A 45-230.

Some records may be temporarily unavailable for viewing on our Web site, but all records are available for viewing at the Sedgwick County Courthouse, 525 N. Main in Wichita.

Indexed information for records dating back to January 1, 1969 is currently available for public viewing.



REGISTRATION FORM (YOUR ACKNOWLEDGMENT OF K.S.A. 45-230)

Sedgwick County working for you	
Registration Form	
Please fill in the following information and review the paragraphs below to access the Register of Deeds document search.	
Required Fields are identified by **	
First Name*: Last Name*:	
Address*:	
City**. State**. Select State V Postal Code**.	
Telephone: E-mail:	
Disclaimer The Sedgwick County Register of Deeds Office presents the information on this web site as a service to the public. All official records are maintained in the Register of Deeds office. We have tried to ensure that the information contained on this we accurate. The Register of Deeds Office makes no warranty or guarantee concerning the accuracy or reliability of the content at this site or at other sites to which we link. Assessing accuracy and reliability of information is the responsibility of the us Register of Deeds Office Sites Office and the bialble for environ scottande herein or for any damages in connection with the use of the information herein.	eb site is ser. The
The information obtained from the information on this web site cannot be used for prohibited purposes as set out in the Kansas Open Records Act.	
Please note that we have taken heightened security measures to protect Social Security Numbers, etc. Under the new security measures, we will be able to identify everyone who logs onto the Recorded Document Search, which computer was use which document was viewed. Users must comply with the Kansas Open Records Statute, K.S.A.45-230.	ed, and
Please be advised that K.S.A. 45-230 provides: "No person shall knowingly sell, give or receive, for the purpose of selling or offering for sale, any property or service to persons listed therein, any list of names and addresses contained therein, or derived from public records".	
Any person who uses this information for the purpose of selling or offering for sale, any property or service to persons identified therein may be in violation of this provision and subject to a \$500 fine for each violation. Further, each and every person this site, hereby certifies to the Register of Deeds that he/she is not using the web site for said purposes.	in using
Client Information By accessing this site, certain computer and web browser information may be collected and stored with above information.	
Acceptance By continuing, you affirm that the above information is true and correct, and agree to the terms outlined in the Disclaimer, and have read the excerpt from K.S.A. 45-230.	
I Agree I Disagree	

- All users must complete this form to indicate understanding of the Disclaimer and K.S.A. 45-230.
- It does not create a user account.
- You will have to fill it out each time you use this website.

ARE YOU SEARCHING YOUR TITLE FOR LIENS OR CLOUDS?

You will need to contact a title abstract company of your choosing to perform title research.

The Register of Deeds Office regrets that it cannot perform this work or provide business references.

SEARCH OPTIONS

- Less is more.
- Keep your searches simple.
- If you fill in every box, you may not see your results.
- If you have a recorded document number that is all the information you need.
- Sales validation questionnaires are not viewable or searchable.
 - Contact the appraiser's office at 316-660-9000.
 - If you are a licensed appraiser or realtor, contact us at 316-660-9400.

DOCUMENT NUMBER OR FILM/PAGE

Document Criteria		
Document Number: [30039813]	/Page: SVQ Number: 0	

• Enter the number in the Document Number field and hit Enter to go to Search Results.

Document Criteria		
Document Number: Four digits for the film and the page are required. (Exam	Film/Page: 27540965 ple: film 509, page 936 is entered as 05090936	SVQ Number: 0

• Enter the numbers in the Film/Page field and hit <u>Enter</u>. You may need to add leading zeroes as seen in the example.

SEARCH FOR A DEED

Document Criteria		
Document Number: [Four digits for the film and the page are required. (Exam	Film/Page: SVQ Number: 0 ple: film 509, page 936 is entered as 05090936).	
Document Type: Choose	Document Type Code: DEED%	Use % at the end of document type for wildcard.
Date Recorded: 01/01/20 th Date format is mm/dd/yyyy. Example: 10/12/2014. Ente	ru 10/03/2020 r a beginning and ending date to refine your search. If no date is entere	d, all documents will be searched beginning 1/1/1969.

- Enter DEED% in the Document Type Code field to search all deed types (joint tenancy, warranty, quit claim, transfer on death, etc.)
- Enter a date range-if unknown enter 01/01/1969 to yesterday.

Party Criteria				
Party Name:	SEDGWICK COUNTY	Party Type:	GTEE ~]
Party name form	nat: Last name first name. Party Type is not required	<u>1.</u>		,

- Enter a name as LAST FIRST MI. Enter a business or other name as is.
- Change the party type:
 - GTOR, or grantor, to see deeds where the party sold or transferred the property.
 - GTEE, or grantee, to see deeds where the party bought or received the property.

Hit Enter to go to **Search Results.**

SEARCH FOR A MORTGAGE RELEASE/SATISFACTION/DISCHARGE

Document Criteria		
Document Number:	Film/Page: SVQ Number: 0	
Four digits for the film and the page are required. (Exan	ple: film 509, page 936 is entered as 05090936).	
Document Type: Choose	✓ Document Type Code: MISC.RMTG	Use % at the end of document type for wildcard.
Date Recorded: 01/01/20 th	ru 10/03/2020	
Date Recorded. 01/01/20	10/05/2020	
Date format is mm/dd/yyyy. Example: 10/12/2014. Enter	r a beginning and ending date to refine your search. If no date is enter	ed, all documents will be searched beginning 1/1/1969.

- Enter MISC.RMTG to search releases. If no results are found, search MISC.SMTG to search satisfactions.
- Enter a date range-if unknown enter 01/01/1969 to yesterday.

Party Criteria	
Party Name: SEDGWICK COUNTY	Party Type: GTEE
Party name format: Last name first name. Party Type is not required	1.

- Enter a name as LAST FIRST MI. Enter a business name as is.
- Change the party type:
 - GTOR, or grantor, to see deeds where the party sold or transferred the property.
 - GTEE, or grantee, to see deeds where the party bought or received the property.

Hit Enter to go to Search Results.

PLATTED PARCEL SEARCH			
Platted Property Criteria			
SUDDIVISION: MUNGERS ORIGINAL TOWN ADD.	Subdivision Code:	Block: WATER Lot: 2	to
○ Search All Lots			
○ Search Even Lots			
○ Search Odd Lots			

- Click Subdivision, type part of the addition name, and select it from the drop down.
- Enter a lot (and block if applicable) or range of lots.
- Reserves: with the addition name, enter RESA (or RESB, etc.) in the block field.

Hit Enter to go to Search Results.

SECTION-TOWNSHIP-RANGE SEARCH

Unplatted Proper	ty Criteria		
Section: 17	Township: 27	Range: 1E	□ NE □NW □SW □SE o f Quarter: SE

- Enter the section, township (do not add S for south) and the range (East or West).
- Enter the quarter section.
- Using the quarter-quarter checkboxes may not show correct results.

Hit Enter to go to Search Results.

SEARCH RESULTS

	Sedgwic	k County working for you			
Docume Print Logoff	ent Sea	rch Results			
Return to Searc	<u>:h Criteria</u>				
1 record four	nd				
Document ID	Film/Page	Document Type	<u>Date</u> <u>Recordec</u>	i svq	Party
30039813	30039813	DEED.QCD - QUIT CLAIM DEED	3/11/2021		GTOR - WICHITA CITY OF GTEE - WICHITA CITY OF View Detail
				< Prev 1	Next >

- Do not click *logoff* unless you are done with searches for the session.
 - \circ $\:$ If you do, you must redo the user information screen.

IMAGE

• Click the blue Document Number to view a printable PDF of the recorded document.



• If you need a clean copy without a watermark, contact our office at 316-660-9400.

DATA

• Click View Details to see the record index.



QUESTIONS?

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