## TAX CERTIFICATIONS USING NETROLINE

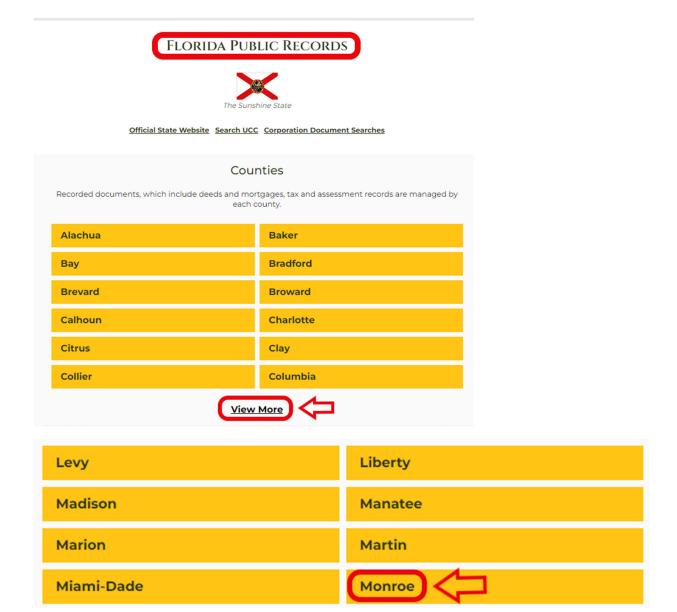
 In BYTE you will go into the INTAKE Screen and scroll down to "UNDERWRITING TOOLS" and click "TAX CERTIFICATE SEARCH"



• It will direct you to Publicrecords.Netronline.com. You will then select the Subject Property State. Only a few are states are displayed, you will click "View More" to see the rest. For this example, you will select Florida.



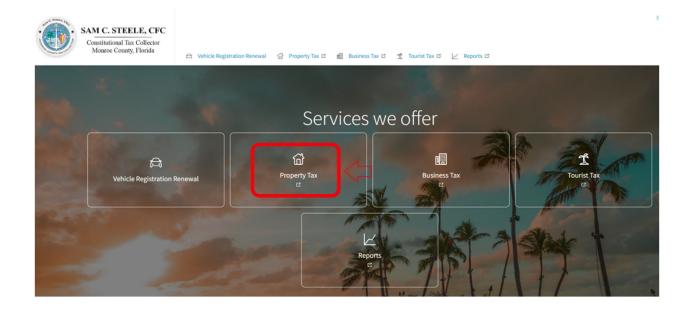
• Clicking the Subject Property State will take you to that state's public records. You will then need to select the County. For this example, you will need to click "View More" to find the Monroe County.



• It will direct you to the Counties Public Records. You will then select the option that states "Tax Collector". For this example, you will select "Monroe Tax Collector".



• Every State and County will be a little different. Generally, you will go to whatever page you can pay the property taxes on. For this example, you will select "Property Tax"



• You can search the Property Taxes by either searching the Subject Property Address, APN and Borrower's first and last name (will not apply to purchase submissions). For this example I used the subject property address.



 Once the subject property address has been added it will take you an "Account Summary" for that property. Under "Account History" you will click View/Print the most recent Tax Bill and upload to DV. In DV you will upload it under "Tax Certificate-Internal TCD Report:Cond#4512"

