

The staff at the Registry of Deeds does not look documents for the public. You can however use the York County Maine Registry of Deeds search site:

## SEARCHIQS.com

(PLEASE NOTE: There is no fee associated with using this site as far as setting up an account. The only fee would be after you have printed 500 pages you are charged fifty cents per page.)

### SETTING UP A NEW ACCOUNT

When you get to the first page there are multiple states and counties listed select **Maine** and **York**.

Click: **See Subscription Plans/Create an Account**

Click: **Next**

Create an Account

Name:

Email:

Password:

**I Accept**

An email will be sent to the address that you provided. You will need to open that email and use the link included to access IQS for the first time. (please note: that if you had an account prior to 1/1/2021 and had set your computer up to save your user name and password your old information will populate into this screen, thereby not allowing you to go any further. You will need to delete the saved information from your password manager.)

## SEARCHING IN IQS

All Document **1965 to date:**

Once you get to the search area all documents are stored by owners' name. (You cannot search by property address)

One suggestion I will give you is that when you are searching do not fill in all the search fields, if I were to search MY name(Nancy E. Hammond), I would only enter

LAST:     HAMM           FIRST: NAN

**nothing else**

then select **SEARCH**

The screen will show a list of all the items under that person's name going back to 1965, on the left side chose **VIEW** that will displays the document. When the document is on the screen **PRINT** that will allow you to print the document.

**Prior to 1965:**

**The indexes from 1770 thru 1965 are available**

**Images of documents as early as BOOK 970 are available.**

On the top of the same IQS page as described above you will find

Search Search Results Name Summary Document View My Documents INDEXBOOKS

you want to select the **INDEXBOOK** tab.

there you will see:

Search Index by Name Go To Page Go To Document My Document

To view the index information **Search Index by Name**

This will give you the breakdown of index information just as it appears here in the registry, 10-year increments in alphabetical order, (except for the earliest which spans 1760-1885). By searching here you will find the Book and Page reference to items that you may want to view.

Once you know the Book and Page information:

select **Go To Document** this option will allow you to view and print a document

In the Go To box **fill in the Book number** Page **fill in the page number**

(Keep in mind we currently only have books back to 970)

You should see a small printer icon at the top of the document that will allow you to print.

**All questions concerning your account or issues with the searchsite can be sent to: [help.searchiqs.com](mailto:help.searchiqs.com)**

**You click **Maine York** and at the bottom Need help using the website? **yes****

Nancy E. Hammond

York County

Registrar of Deeds