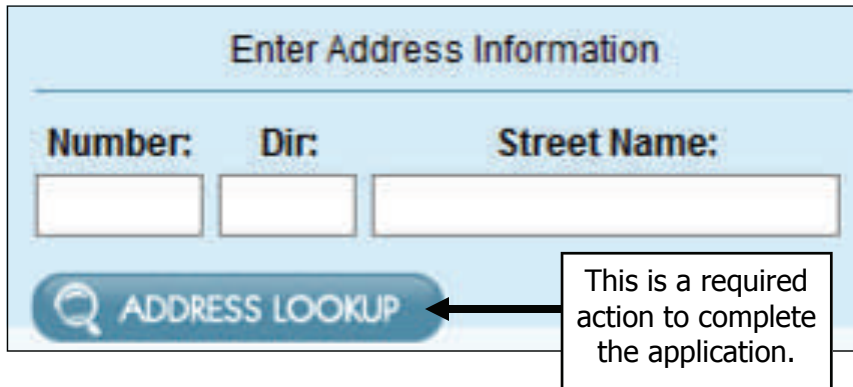


## Address Look Up

First, please enter your address information:



Enter Address Information

Number:      Dir:      Street Name:

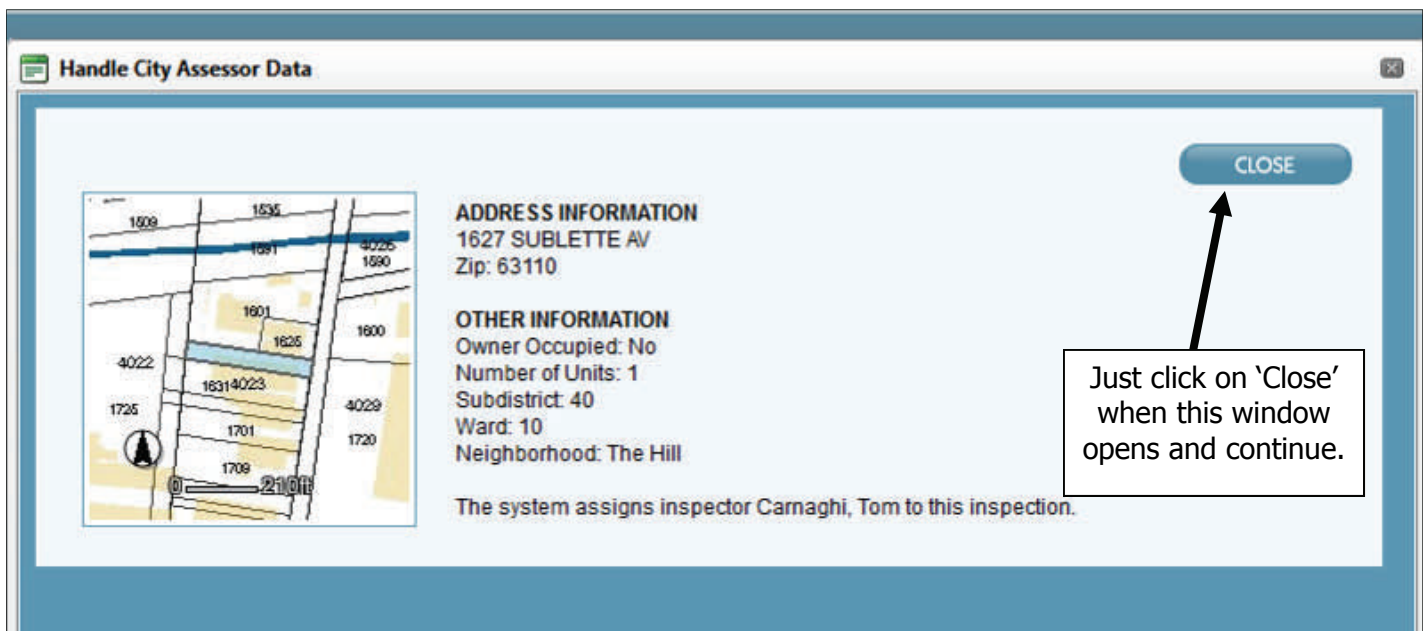
ADDRESS LOOKUP

This is a required action to complete the application.

Start with the House Number and then tab to the Direction text box and then to the Street Name text box.

Enter just the name of the street, don't worry about using "Blvd", "Ln", "St", etc.

Click on the "Address Lookup" button.



Handle City Assessor Data

ADDRESS INFORMATION  
1627 SUBLETTE AV  
Zip: 63110

OTHER INFORMATION  
Owner Occupied: No  
Number of Units: 1  
Subdistrict: 40  
Ward: 10  
Neighborhood: The Hill

The system assigns inspector Carnaghi, Tom to this inspection.

CLOSE

Just click on 'Close' when this window opens and continue.

## Assessor's Data

If you get a match from the assessor's database, then the window (pictured above) will open and will present various data about the property as well as the name of the inspector assigned to the area.

When this window opens up simply click on the 'Close' button and continue with your application.

Ownership information will be imported into your application.

## Finding Your Address in the Assessor's Database

If the address and street name do not exactly match the assessor's information, then the windows pictured below will open.

If the number or street name (more commonly) don't match then you may have to select the appropriate one as shown below.

Geo St. Louis  
a guide to geospatial data about the City of St. Louis

Home Mapping Parcel Data Images Data

Open the drop menu and select the appropriate street name.  
Then click on the 'Search' button.

Find Parcel By  
Address  
City Block  
Parcel ID  
Map

Insert Address  
Multiple Addresses Found  
Enter Address  
Address: 4715  
WYOMING PL  
WYOMING ST  
Search

Find Parcel By  
Address  
City Block  
Parcel ID  
Map

Insert Address  
Search for 4715 WYOMING PL yielded no results. All parcels  
Page 1 2  
Displaying 1-15 of 18 records.

Handle	Address	Owner
14753040030	5505 WYOMING PL	
14753040040	5509 WYOMING PL	
14753040050	5513 WYOMING PL	
14753040060	5517 WYOMING PL	
14753040070	5521 WYOMING PL	
14753040080	5525 WYOMING PL	
14753040090	5529 WYOMING PL	
14753040100	5533 WYOMING PL	

Clicking on the 'Handle' link will import the ownership information into your application.

If the number you entered does not match the assessor's records, you may have to select the other street name, as in our example here.

If you mistyped or don't have the correct number, you can select from the range of addresses on the street by clicking on the blue 'Handle' link.

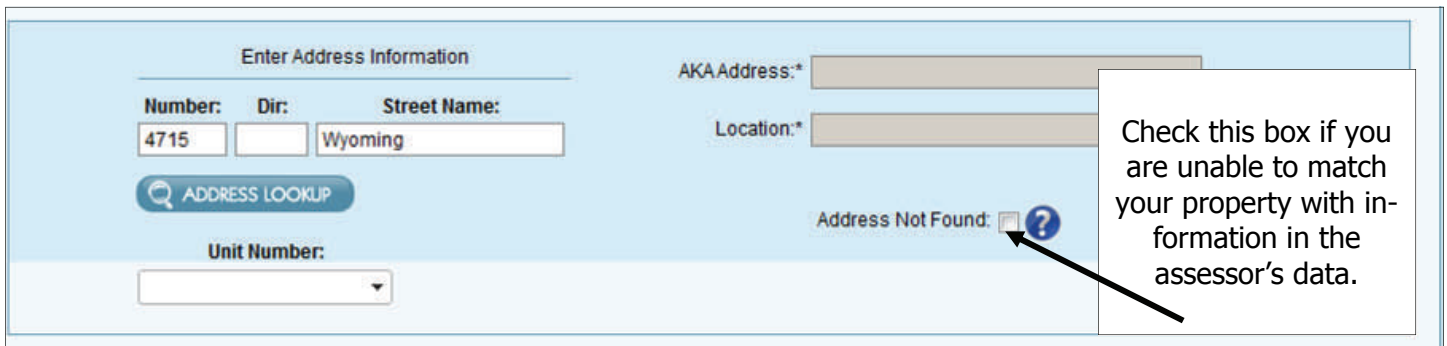
Clicking on the 'Handle' link will import the ownership information into the application.

## If You Don't Find Your Address in the Assessor's Database

If you are unable to find your address in the assessor's database, then you can check on the **'Address Not Found'** box.

This box will appear only after an attempt has been made to search the assessor's data.

By checking this box you will be notifying Building Division supervisors that your address was not able to be found.



The screenshot shows a web form titled "Enter Address Information". It includes input fields for "Number:" (containing "4715"), "Dir:" (empty), and "Street Name:" (containing "Wyoming"). There is a blue "ADDRESS LOOKUP" button. Below these is a "Unit Number:" dropdown menu. To the right, there are "AKAAddress:\*" and "Location:\*" fields. At the bottom right, there is a checkbox labeled "Address Not Found:" with a question mark icon. A callout box with an arrow points to this checkbox, containing the text: "Check this box if you are unable to match your property with information in the assessor's data."

Also, when you check this box:

- An inspector will not immediately be assigned to your request
- You will not be able to schedule your inspection request at the end of your application
- An inspector or supervisor will contact you to schedule your Housing Conservation inspection.