How to Find Condominium Documents on the Stark County Recorder Website

Step 1: Go to <u>www.starkcountyohio.gov/recorder</u>. Under "Recorder Links" on the left side click on "Search Records", it will open in a new tab.



Step 2: At the bottom of the new window you will find a login in section. Enter your username and password and "login" or select Create Account if you do not have one. It is free to both create an account and to use the website.



Step 3: Once logged in, you will be brought to a Public Access Page. Use the "Search Criteria" section to enter the name of the condominium association in which you are looking for documentations for. In the "Last Name/Organization" box enter the association name and click the highlighted button "Summary Search".



Step 4: There will likely be multiple pages of documents. You may use the bottom left drop-down menu that says "10" to change the number of documents you would like to view on one page.

As a quick way to help find the type of document you are looking for, use the "Short Legal" column to determine what the listed document is.

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Step 5: After you've selected a document, you can then click "View Image" to see it on the right side of your screen. If it is what you are searching for you can use the tool bar at the top to save, email or print a copy. If it is not, simply return to your search.

