

Registering with RecordsOnline is as easy as 1-2-3!

The first step is to make sure you – and your computer – meet our requirements!

1

RecordsOnline is for you if you are a:

- Landman
- Surveyor
- Lender
- Attorney
- Right-of-Way Agent

RecordsOnline is not for you if you are a:

- Title Company*
- Abstractor*

Minimum System Requirements:


- Hardware: at least 2GB of RAM
- Software:
 - Windows XP Service Pack 2 or later
 - Windows Internet Explorer (cannot use Mozilla Firefox)
- System Configuration Requirements:
 - Turn off Google Toolbar
 - Add 'plant.etextitle.com' as a trusted site
 - Turn off "Require server verification (https:) for all sites in this zone"

**Because RecordsOnline provides you full access to an actual abstract plant (not just courthouse records), our End User License Agreement specifically prohibits the creation of abstracts.*

The second step is to send us your basic info.

2



Do this online by selecting the  button on www.RecordsOnline-Texas.com and completing the form.

And then fill out this form:

Contact Information

*First Name:

*Last Name:

*Email:

*Office Phone:

*Cell Phone:

Fax:

***Counties Requested:**

Cherokee Marion Smith
 Gregg Panola Upshur
 Harrison Rains Van Zandt
 Hunt Rusk Wood
 Kaufman

Billing Preferences:

Company/Broker:

*Bill To: Individual Company/Broker
if Company/Broker please input billing code:

*Address:

*City:

*State: TX *Zip:

Billing Email:

Please use billing email address as my primary bill delivery.

Account Preferences:


Username:

Password:

Questions/Comments:

Callouts:

- This section is for information on the individual who is seeking access to county records.
- Let us know which county or counties you need to access. You can select more than one.
- Will the bill go to the individual above or to a company or broker? If you prefer email billing, check the box below and provide the billing email address.
- Let us know your preferred user name and password. If no one else is using it, it's yours!

Click  and we'll get an email notification.

The third step is to get your account set up and your secure login established.

3

Once we receive your access request notification, we will be in touch with you. We will call you to confirm your information or if we have any questions before we set up your account. Otherwise, you will receive an email letting you know your account is set up and your login is ready to go. We'll also check in to see if you require any training on how to use RecordsOnline.

Please note that account setup and login is not immediate. New accounts are set up during business hours only. For example, if you request access at night or over a weekend, we probably won't get your email until the next business day. Our goal is to respond to all access requests as expeditiously as possible.

Once your account is established, you are ready to use RecordsOnline. Since our search options are much more robust than what most subscribers are accustomed to using, we strongly recommend you review our Tutorial – Using RecordsOnline.

Please contact us at RecordsOnline@etextile.com if you have any questions at all prior to submitting your request! We look forward to working with you!