

Submitting the request

1. Go to the Account Registration Request Web Page using this link <https://press.co.burlington.nj.us/press/register.aspx>
2. Fill-in the information, Sign, Check “I Accept” and Submit Request
 - Fill in all the required fields (marked with red asterisk)
 - Subscription Type – Select “No Fee”
 - Account Name – Your Company Name or Your name, if Company name is not applicable
 - Company Name – Your Company Name or Your name, if Company name is not applicable
 - Address, and contact Information
 - Login Name – Must be a valid email address
 - Password – Must conform to the specified complexity
 - Important – remember the email address and the password for future use.
 - Check “I Accept”
 - Signed by – Enter your initials
 - Click Submit

The screenshot shows the registration page for the Burlington County Public Records Electronic Search System (PRESS). The page is titled "Register" and includes a navigation bar with "Home | FAQs | Contact Us | Login" and "Records Search". The form is divided into several sections:

- Subscription Information:** Subscription Type: No Fee (selected).
- Account Information:** Account Name*, Company Name*, First Name*, Last Name*, Address1*, Address2*, City*, State* (NJ), Zip Code*, Phone*, Govt. Account (checkbox), Middle Initial (checkbox).
- Login Information:** Login Name* (mylogin@email.com), Password* (8 characters), Re Type-Password* (8 characters). Red asterisks indicate required fields.
- Terms and Conditions:** PUBLIC RECORDS ELECTRONIC SEARCH SITE (PRESS): TERMS OF USE AND NOTICES. Last Updated: April 2020. Copyright © 2002-2020 Sunrise Systems, Inc.
- Final Step:** Signed By* (Enter your Initials), Signed Date* (6/1/2020), and a Submit button.

3. Check for the Acknowledgement Email
4. Wait for the County Clerk's office to review and approve the request
5. You will receive a confirmation email when the request is approved

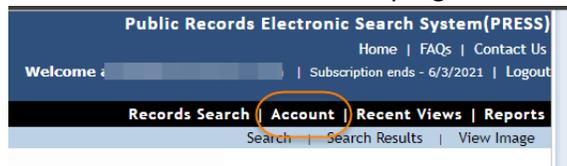
Logging into the PRESS Website

1. Go to The PRESS website using this link
<https://press.co.burlington.nj.us>
2. Choose the menu option County Clerk -> Property Records Page



3. Click on the “Login” Link on top-right corner
4. Enter the Login name (Email address), Password and click Submit

5. Logged Access to the Property Records Search Allows you to
 - View Images of the documents without the “Unofficial Document” watermark.
 - Provides you the history of the documents you viewed
6. What if you forgot the password?
 - Click on the “Forgot password” link
 - Enter the Login Name (email address)
 - Click “Get Password”
 - You will receive an email with a new auto-generated temporary password
 - Use the password to log into the Site
 - We recommend that you change the temporary password. Here is how...
 - Click on the “Account” on the top-right corner to see your account profile



- Enter the temporary password in “Old Password”
- Enter the new password two times
- Click “Change Password”