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

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. <u>What if you forgot the password?</u>
   - 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
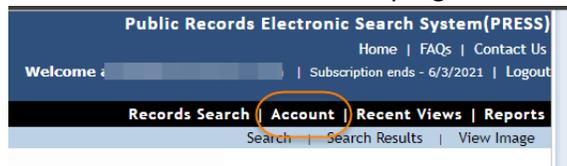
   - Enter the temporary password in "Old Password"
   - Enter the new password two times
   - Click "Change Password"