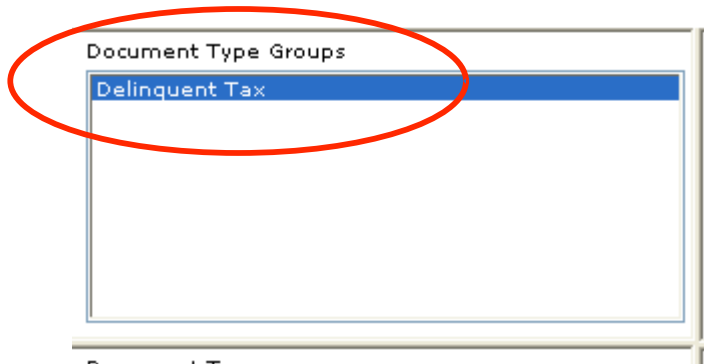
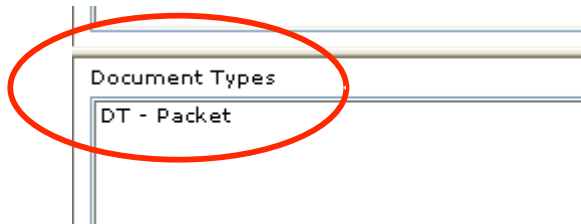


Accessing Images in OnBase

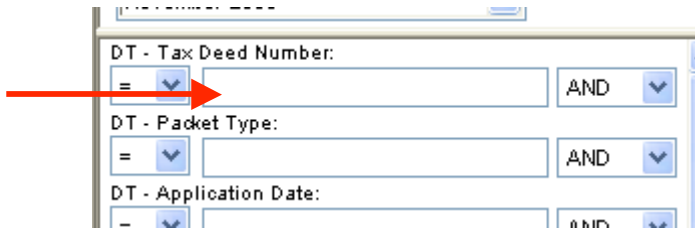
1. On the left hand side of the OnBase program under “Document Type Group” click on “Delinquent Tax.



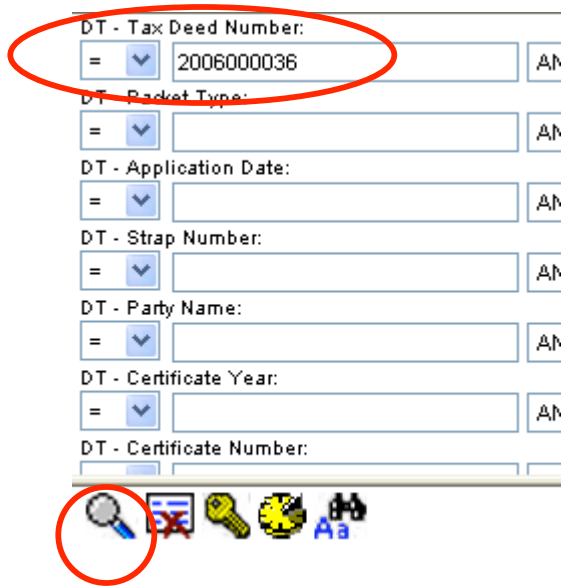
2. Just below the “Document Type Groups” is another box called “Document Types” click on “DT-Packet”.



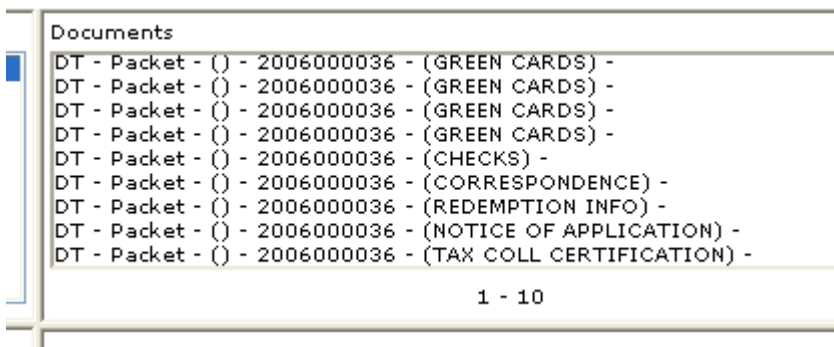
3. In the left hand side of the OnBase program at the bottom place the tax deed number in the box under the “DT-Tax Deed Number”.



4. After entering the tax deed number click the magnifying glass at the very bottom of the left hand corner.



5. Clicking on the magnifying glass will bring up information in the “Documents” box at the top middle section of the OnBase program.



6. Double click on any of the DT-Packets will populate the box below “Documents” with the image.

TAX COLLECTOR'S CERTIFICATION

THIS IS TO CERTIFY THAT COHEN JEAN TRUSTEE,
HOLDER OF TAX SALE CERTIFICATE NUMBER 00-027682 ISSUED 06/01/2000, AND WHICH E
THE FOLLOWING DESCRIBED PROPERTY LOCATED IN THE COUNTY OF LEE, STATE OF FLOI

LEGAL DESCRIPTION:	LEHIGH ACRES UNIT 14 BLK 87 PB 18 PG 87 LOT 8
BOOK/PAGE (INSTRUMENT #):	2546/1149
STRAP NO:	21-45-27-14-00087.0080
TAX DEED APPLICATION NO:	006-000036
DATE OF APPLICATION:	03/24/2006

7. Below the image are a set of icons that can be used to change the view of the image.



This icon will take you to the first page of the image.



This icon will move you one page back.



This icon will move you one page forward.



This icon will take you to the last page of the document.



This icon will fit the image to the window.



This icon will fit the image to the width of the window.



This icon will increase the size of the image.



This icon will decrease the size of the image.



This icon will rotate the image to the right.



This icon will rotate the image to the left.