

# Property Information & Sale Search

## Look-up Directions

- Go to **clintontownship.com > Departments > Assessing**
- On the left side, click on the red link called "[Public Records Search](#)"
- This will take you to the Clinton Township internet service site from which you can:
  - look up an individual property's assessment, tax, and utility information
  - look up comparable sales via a Property Sale Search

### ASSESSING / TAX / SEARCH

- Search: All Records (or a single option in the drop down selection)
- By:
  - Address (do not enter "drive", "street", "court", etc)
  - Name (last name first, though first names will appear in search results as well)
  - Parcel number (the first numbers 16-11- are pre-filled)
  - Click on your desired search result to open up the records

### PROPERTY SALE SEARCH

- On the left, select "Property Sale Search"
- Enter sale date range
- Enter price range – enter a starting value of at least \$100 to avoid search results for non-sales (transfers to a trust, etc), you can leave the end value blank
- Choose the property class type
  - If needed, use Advanced Property Class Search:
    - 401 – residential (detached, single family homes)
    - 407 – residential condo (attached)
    - 414 – residential condo (detached)
- Floor area and year built range (optional)
- Choose one or more neighborhood filters (optional):
  - A "neighborhood" is a group of properties that are similar in style, quality, location, etc. A subdivision or condo complex may have its own "neighborhood" or it may be combined with similar areas.
  - The Assessing Department conducts sales studies each year in each neighborhood.
  - It is best to use a neighborhood filter if you wish to narrow your search results to similar properties to the subject.
  - To determine the subject property neighborhood, bring up the subject parcel in Assessing Search. The "ECF Neighborhood Code" is listed under the Property Information tab, Land Information.