RECORDROOM
WEB.BASED LAND RECORDS

A New Era in Land Records Management

A DYNAMIC SOLUTION THAT TRANSFORMS THE WAY YOU WORK

Cott Systems' groundbreaking land records management system changes the way you do your job to save you time, money, and effort. This intuitive web-based system is a comprehensive solution to efficiently receive, record, and store all of the important records entrusted to your care. Hosted on our secure Cott Cloud with the highest level of security, RecordRoom offers simplicity and peace of mind by embracing the latest technology.

A modern user interface combined with our intelligent search technology, Cott iQ, delivers the most advanced land records management system on the market. RecordRoom gives you 24/7/365 access to your records anywhere there is an internet connection.

Optional eRecording is a fast, efficient, and transparent method of processing and filing electronic records that streamlines your workflow. RecordRoom is built on PRIA Standards, so your office can accept electronic submissions and electronically filed documents.

- Access anytime, anywhere through a web browser
- Easy to learn with a familiar user interface
- Data delivered how you want, when you want
- No server installation, maintenance, or local backup
- Powerful and accurate results with online public search
- Multiple levels of secure data protection
- Disaster preparedness and business continuity

POWERED BY Cott iQ

SEARCHING MADE EASY!

| Simple Search | Expanded Search |

All ▾ | What can we help you find? | 🔍

Date From
mm/dd/yyyy

Date Thru
mm/dd/yyyy

"I love how simple and uncomplicated it is!"

Dixie Shinaberry, Recorder Morrow County, Ohio

EASY AS 1 - 2 - 3
Simple. Secure. Accurate.

1 RECEIVE

- Receipt entry screens can be customized for each type of transaction with flexible workflows and multiple options for calculating costs and payment.

- Purchases can be completed immediately or saved for another time.

- Navigating through RecordRoom is easy with a familiar "online shopping" feel.

2 RECORD

- Whether it is one screen or multiple, users can customize their viewing workspace with flexible, user-friendly indexing screens.

- Preference options when displaying indexes allow you to select which type of index fields appear and in what order.

- Gain valuable insight into office operations with robust reporting capabilities. Easily track items such as balancing fee data, eRecording, audit information, and customer billing statements.

3 SEARCH

- Powered by our industry-leading intelligent search technology, Cott iQ, RecordRoom's single-field search is easy and simple.

- RecordRoom offers an efficient, comprehensive, and reliable searching experience that delivers concise results.

- Search results are quickly returned and displayed in a simple, easy to read format.

- Multiple filter options allow you to narrow your results to find precisely what you are looking for.

cott systems

An innovator in records management for more than 130 years, Cott Systems is today's technology leader for recording, imaging, and searching public records. Cott Systems empowers local government offices to improve efficiency, provide superior constituent service, and preserve the official records entrusted to their care. Decades of dedication make it possible for Cott Systems to provide all the services a local official needs to preserve and modernize the rich history of their jurisdiction. In addition to industry-leading software solutions, Cott Systems also offers traditional data and imaging services: redaction, backfile document conversion, storage, scanning, reindexing, and microfilm. For more information about Cott Systems, please visit **cottsystems.com.**

iGo BUSINESS PARTNER   PRIA GOLD MEMBER