



## RECORDER OF DEEDS OF DELAWARE COUNTY

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MEDIA, PENNSYLVANIA 19063  
PHONE 610-891-4152

RECORDER  
ROBERT A. AUCLAIR, ESQ.

CHIEF DEPUTY  
JACQUELINE KIRBY

May 10, 2024

To Whom It May Concern:

The Recorder of Deeds Office launched a Property Alert program in February 2024. We are including a handout that includes step-by-step instructions for how to register with our Cloud Search system and sign up for Property Alert. This is a free program that we offer to everyone who owns property in Delaware County.

We are sharing this with you in hopes that you could share with residents in any municipal update mailings or post it on your municipal website. Thank you for helping us spread the word. With property fraud on the rise, we really hope we can give the residents of Delaware County peace of mind regarding their properties.

Thank you,

A handwritten signature in blue ink that reads "M. Steinhauer".

Melissa Steinhauer, Supervisor  
Delaware County Recorder of Deeds  
610-891-4144  
steinhauerm@co.delaware.pa.us

# Sign Up for GovOS Property Alerts

Go to **DELAWARE.PA.PUBLICSEARCH.US**

- Click "Register"
- Enter your information
- Click "Create Account"
- An activation link will be sent to your email from VanguardSupport@Govos
- Open email and click "Activate Your Registration"
- Search your property by entering Owner name or Folio number\*
- Open document, double-check it is yours, and click "Property Alert"
- Check box(es) and click "Create Property Alert"
- Click "Accept"

*\*\*A property's parcel ID/folio number can be found in Public Access at [www.delcopa.gov](http://www.delcopa.gov) in the Real Estate/Tax Records. Searching by folio number is the most accurate choice*

*You will only receive an email if a document has been recorded using the folio number for which you have registered to receive alerts. If you are notified of a recording and you don't know what it is, contact us right away at 610-891-4152*

