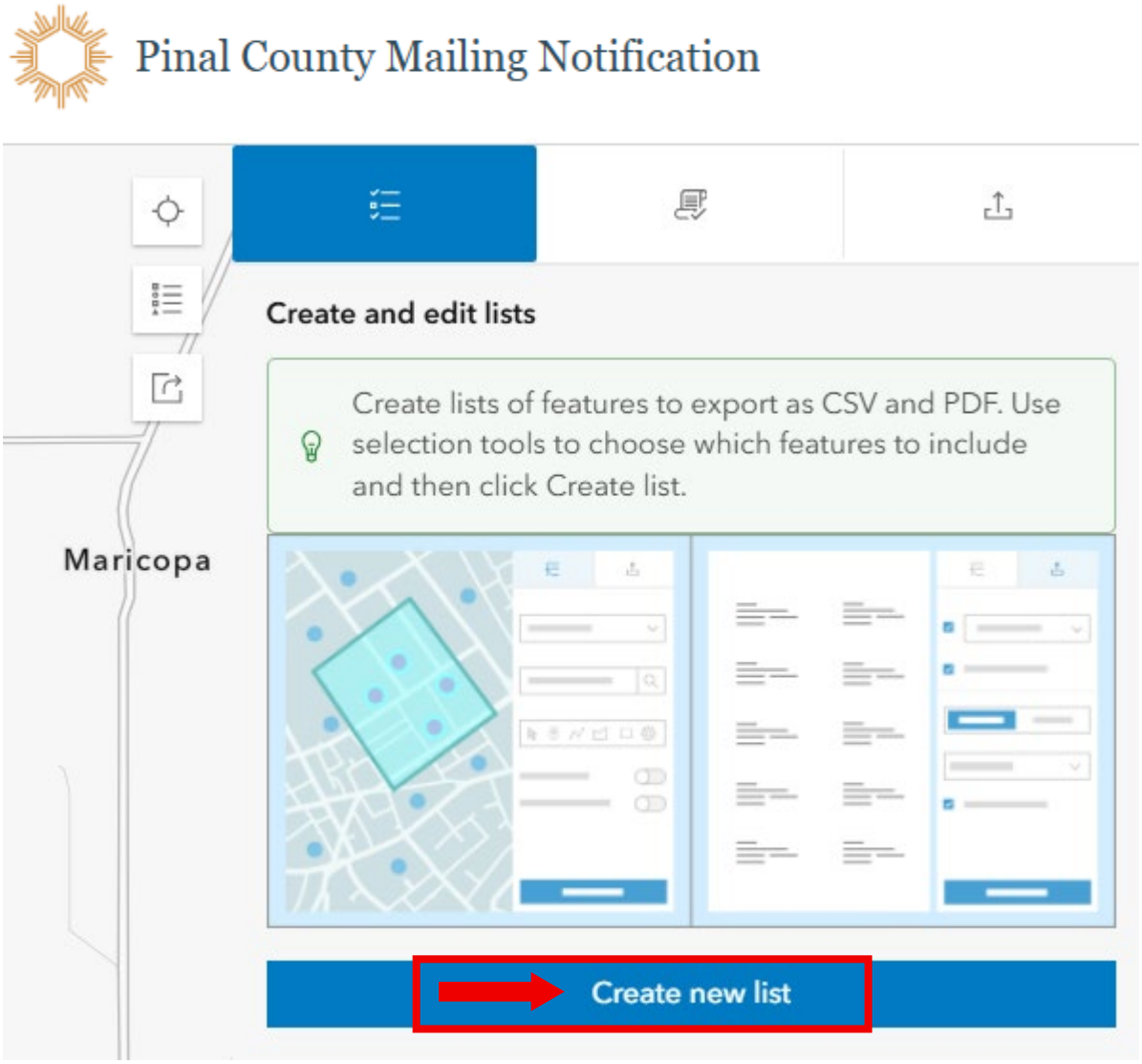
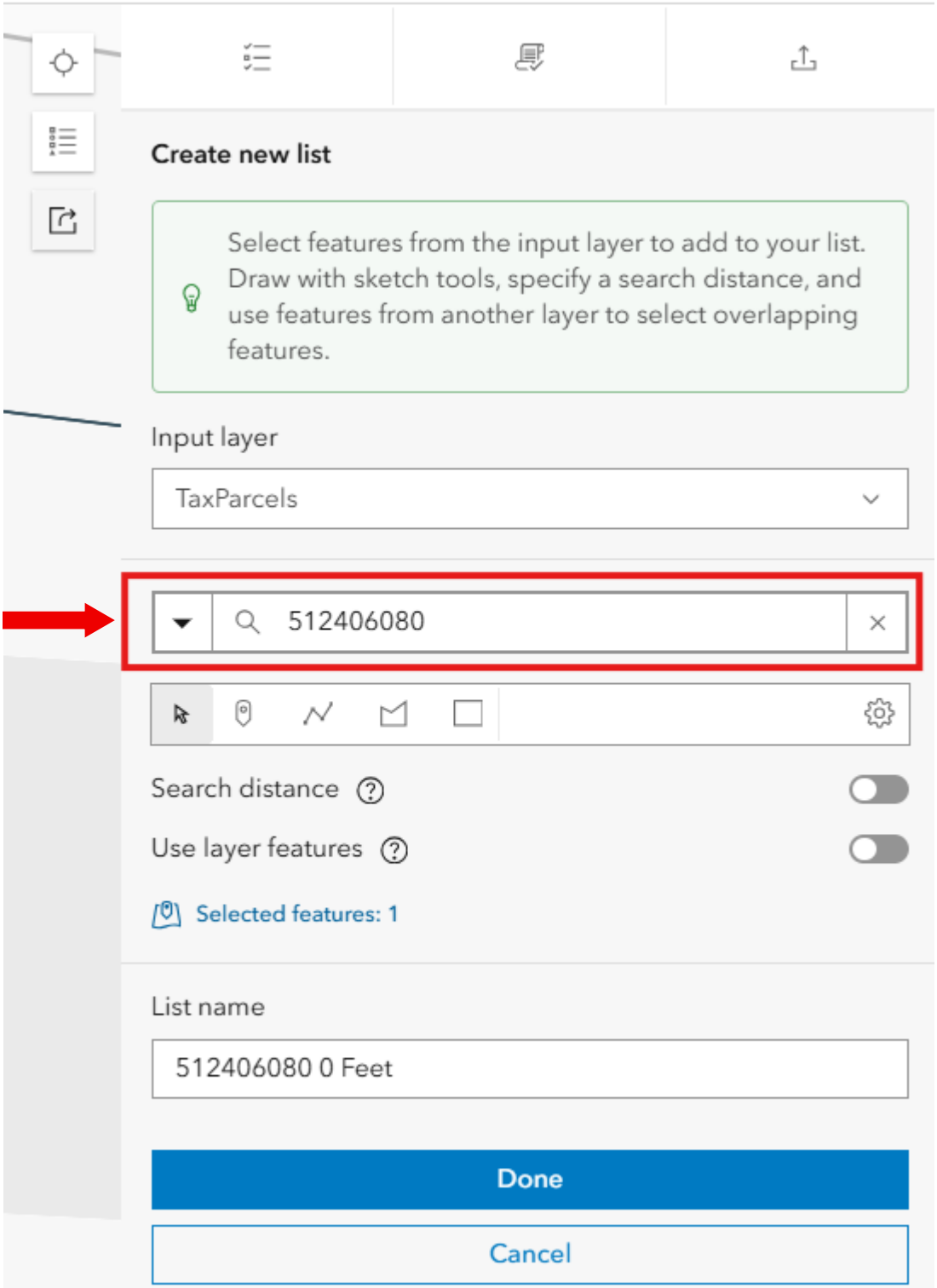
How to Guide: Notification Documents

1. Open Pinal County Notification Tool in your browser

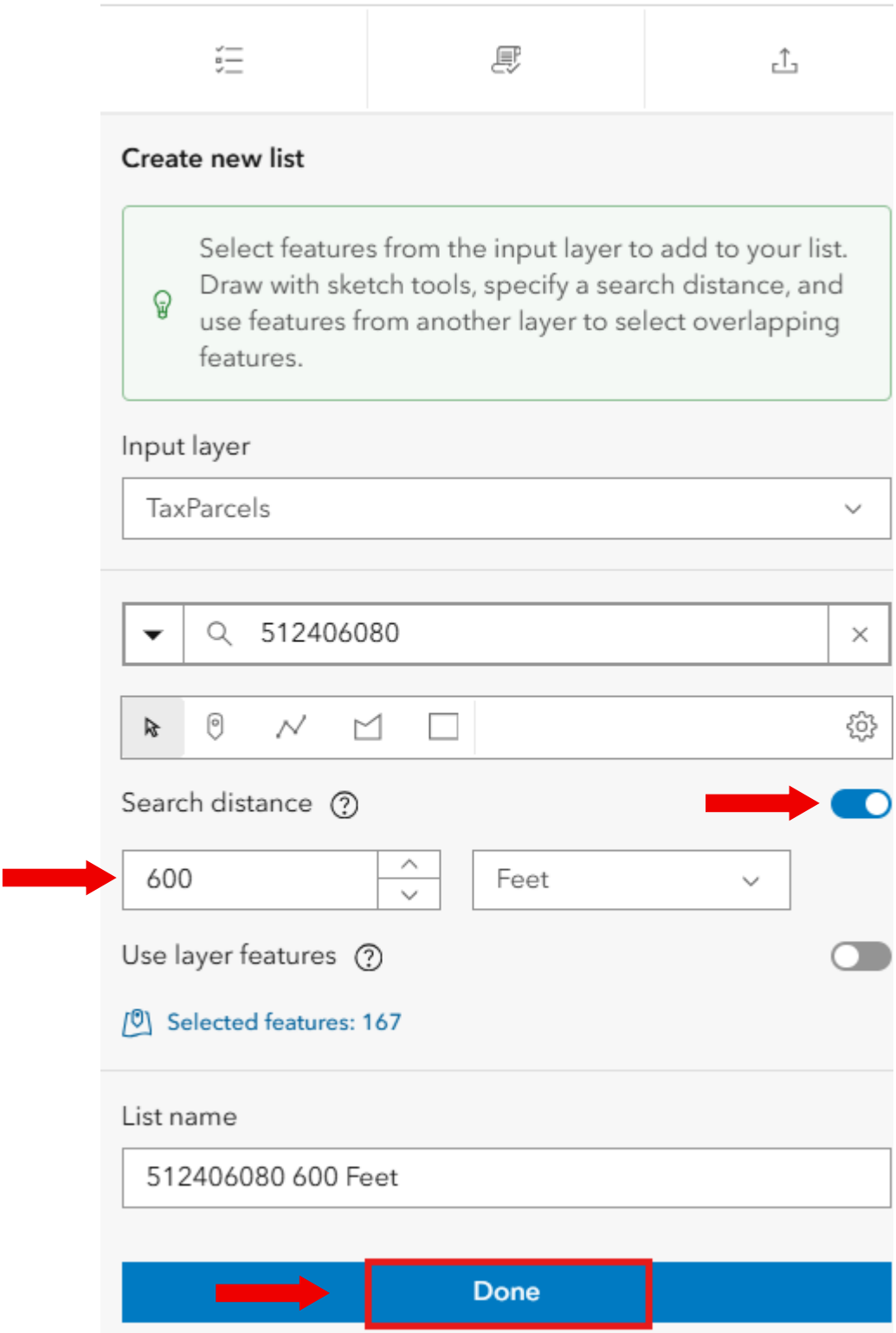
2. In the right-side panel, click Create new list



3. Use the Search bar to search by parcel number or address, press “enter” and the map will zoom to the selected property.



4. Turn on the search distance field & set the distance to 600ft and click “done”



5. Select the export icon option on the top right corner
6. Select “Title” and “Map” options
7. Export to generate the Mailing Notification List

