

## TIPS & TRICKS

## How to adjust the printed Property Report

• To print a Property Report select the printer icon 🕞 in the Property Report tool bar on the right side of the window.



- The printed Property Report will include the Overview and all sections that are expanded in the online report.
- If this is more information than you need, the Property Details, Site & Structure, Valuation & Sales and Demographics can be hidden.
- To hide a section, select Hide a on the right side of the page in each section as needed.



If you would like to include a section you have hidden, select show - on the right side of the page.

Please note, you can also adjust the Google Street View image of the property prior to printing in the Property Details section. The image will print as shown on screen.

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