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## How to Use *myclerk* to Search for Foreclosure Sales:

- The web address to access *myclerk* is [www.myorangeclerk.com](http://www.myorangeclerk.com). (*Following the instructions below will direct you to a list of case numbers. We currently do not provide a list of property addresses.*)
- For general questions about foreclosures, click on **Clerk Services** (first black box on the left of the screen).
- Once you access this web page, click on **Foreclosed Properties** (second link under Useful Information).
- To search for specific case information, click on the **myclerk RECORDS SEARCH** icon on the left panel.
- Please read, understand and accept the statement regarding the *myclerk* case inquiry system. Clicking **YES** will direct you to the **COURT RECORDS SEARCH** page.
- **To search by name (property owner), case number or attorney**, click on the **Civil Case Records** link (in the middle of the page).
- Please select the category by which you wish to search, enter the information required depending on the category selected and then click on *Search for Cases*.
- **To get a list of cases going to foreclosure sales**, click on the **Foreclosure Sales** link at the bottom of the **COURT RECORDS SEARCH** page.
- Choose a date range for which you would like to see foreclosure sales and then click at **Get Foreclosure Sales**.
- You may click on the **details** link on the right side of the page to view specific case information, for example: parties involved, docket history, events or payments made pertaining to that case.
- For further information such as property addresses, judgment amount, any liens on the property, etc., you will need to have a file clerk pull the file so that you may do your research.

*\*\*myclerk is offered on a non-subscription basis to anyone with Internet access.*

*\*\*\* For title information, please contact the recording department/Orange County Comptroller. Their website is [www.occompt.com](http://www.occompt.com), or call them at 407-836-5115.*