# Getting Started with GeoLinc Plus

A User's Manual



# **Getting Started with GeoLinc Plus**

First Edition

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#### NOTICE:

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Your comments are important to us. Please contact us at: Taxation and Property Records Division E-mail: taxandland@gov.pe.ca

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# 1.0 INTRODUCTION

GeoLinc Plus is an online information system that gives you access to assessment, registry and property mapping information for any parcel in Prince Edward Island.

You can connect to the Internet and use GeoLinc Plus to do the following:

- find ownership information by parcel number, owner's name or civic address
- view an enhanced registry index
- create dynamic property maps with orthophotos beneath the property lines
- print reports on the information you find.

#### 1.1 About this Manual

This manual contains instructions for:

- registering for a GeoLinc Plus account
- accessing GeoLinc Plus
- locating property by parcel number, civic address and owner's name
- viewing registry information
- creating a property map
- printing reports
- using tools
- troubleshooting.

#### 1.2 System Requirements for GeoLinc Plus

The minimum system requirements for GeoLinc Plus are:

- A personal computer with a Pentium Processor
- Netscape 4.76 or
- Internet Explorer 5.5 with Microsoft Virtual Machine (Java 1.1.8)
- For better performance, install Sun Java Virtual Machine (Java 1.4.1)
- Adobe Acrobat Reader 4.0 or higher
- An Internet connection of 56K or better\*

\* Check with your Internet service provider for more information.

## **1.3** Registering for the Service

#### 1.3.1 How Do I Access GeoLinc Plus?

To access GeoLinc Plus, you must open an account.

#### 1.3.2 How Do I Open an Account?

Go to the Taxation and Property Records website at: *www.taxandland.pe.ca/forms* and follow the links to the *Registration for GeoLinc Plus Client Account*. Print the form, complete the required information, include a cheque or money order for a minimum of \$50.00 made payable to the Provincial Treasurer, and mail to:

Provincial Treasury Taxation and Property Records Attn: GeoLinc Plus P.O. Box 1150 Charlottetown, PE C1A 7M8

or

You can drop off a completed application form and cheque to the Charlottetown or Summerside registry offices at the following locations:

- Charlottetown, 11 Kent Street, 1st Floor Jones Bulding (902) 368-4591

- Summerside, 120 Harbour Drive, 2<sup>nd</sup> Floor, telephone (902) 888-8080

When your account is created, you will be notified by email or phone of your username and temporary password to access GeoLinc Plus. For security reasons, please change your password the first time you access GeoLinc Plus.

#### 1.3.3 What is the Cost?

GeoLinc Plus transactions are comparable to existing mapping fees. Each account is opened with a prepaid minimum balance of \$50. The account is then debited on a transactional basis. When the remaining balance is \$20, you will be notified that account funds are low. You may replenish the account to cover further transactions by sending a cheque or money order to Taxation and Property Records or by dropping into our registry offices in Charlottetown or Summerside.

Fees for transactions can be found in GeoLinc Plus under: **User Account**, **View Transaction Costs**.

**Note:** Transactions are only recorded once in a 24-hour period for each parcel.

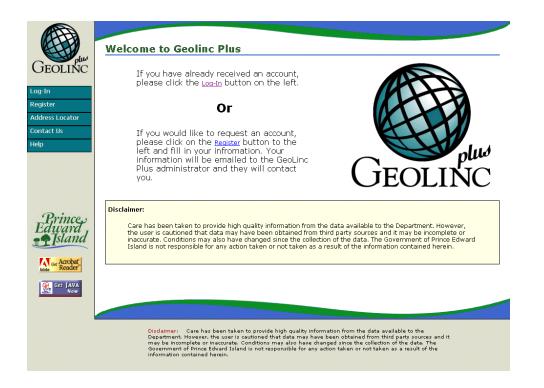
For example: When you view the **Assessment Details** on a parcel, you can view these details within 24 hours of the first request without being charged a second time. The only exception to this rule is the **Assessment Query** where you will be charged for each query made.

# 1.4 Troubleshooting

If you are experiencing difficulty <u>registering</u> for GeoLinc Plus services, please contact 368-5165, or email your questions to *taxandland@gov.pe.ca*.

# 2.0 SEARCHING GEOLINC PLUS FOR TEXTUAL DATA

After you have received your GeoLinc Plus username and password, log on to the website at: *www.taxandland.pe.ca* and you will arrive at the screen below.



Choose Log-In

and enter the user name and password provided to you.

**Please Note**: For security reasons, please change the password assigned to you the first time you log onto GeoLinc Plus.

GEOLINC	Log In	
Log-In	Password:	
Register Address Locator		Log In
Contact Us Help		

## 2.1 Searching for Assessment Details

#### 2.1.1 How Do I Search by Parcel Number?

If you know the parcel number of the property you wish to view, choose **Assessments**, then **Search by Parcel Number** from the GeoLinc Plus menu. Enter a **Parcel Number** in the text box and click on the **Find** button. You must type in the parcel number correctly or no results will be displayed.



If there is a lease code(s) on the selected parcel number, the lease code(s) and parcel will be displayed.

Plus	Welcome	GEOLINC Par Assessments	sessmen tel Number: (34) Tim		Enter a Parcel Number in the text	box and dick on the <b>Find</b> button <b>Code</b> exist on the solected <b>Parcel</b>
GEOLINC	This ap		sessments fou	nd, displaying 1 to 4.		1
	inits app	Reports Via	w Parcel	Owner	Owner's Address	Property Location
Assessments Survey Monuments	Search By Parcel Number Search By Owners Name	Address Locator User Account Administration	343913-0 ð	GOVERNMENT OF PEI	TRANSPORTATION & PUBLIC WORKS PO 80X 2000 CHARLOTTETOWN PE C1A7NB	11 KENT ST CHARLOTTETOWN QUN
Reports	Search By Civic Address					
User Account						
Administration Contact Us	Disclaimer: Care					

To view **Assessment Details** of the parcel, click on the binoculars  $\bigotimes$  and assessment information associated with that parcel will be displayed as shown below.

IC IS-U	ar: GOVERNMENT OF CAN, GOVERNMENT SERVICES MUNICIPAL GRANTS DIVI PO BOX 1268 CHARLOTTETOWN PEI C1A7M8	CANADA	Ass	perty Location: essed Acreage:	21831 F SEACOV		PR N			
	PO BOX 1268 CHARLOTTETOWN PEI	ISION		occod Acropady						
ents				esseu Auleage.	8.620					
	CIANNO		Pan	ent Parcel:	0					
			Tow	(nship:	1					
			Map	) Sheet Number	11M041	33				
View Assessment	View Registry View T	ax Values View N	lap Print I	Report B	ack					
Municipality		Dates		Buildings						
Name:	FIRE DISTRICT OF	Last Inspection	1999-10-06		lding Type					
	TIGNISH	Asmnt Effective:			mmercial					
Number:	19001	File:			mmercial_ir	sp -				
In Municipality:	100%	Ownership:	1973-01-01	Lig	hthouse			_		
School District		Dormant:		Other					<u> </u>	
Name:	SEA COW POND	Assessment		Account Statu	is:	Ą	2			<u>yo</u> u click o
Vumber:	1021	Assessor:	CLAR	< Work Unit:		7021			ы 🗢	you wil
Region No:	4			Owner Id Coo		411	0		- (1	
		Commercial:		) Tax Exempt C		501	2		a d	lescription
Work Unit		Non- Commercial:	\$0.00	Ownership Co	ode:	C61	0			-
Name: Waste Watch	SEA COW POND	Residential:	\$0.00	Farm Qual:		N	?		co	des used in
Waste Watch Quadrant:	6001	Farm:	\$0.00						Ge	oLinc Plus
	1	Mapped	8.620	Spec Prop Cd		1			Ű	oLine i ius
A No. Tranfers: No. Referrals:	0	Acreage:		spec Prop Ca		101				
No. Farm Qualif:	1	Deeded Acreage:	8.620							
No. Tax Credits:	0	Auleage.								

#### 2.1.2 How Do I Search by Owner's Name?

You can search assessment information by owner's name from the main GeoLinc Plus screen. Choose **Assessments**, then **Search by Owner's Name**, as shown. Enter an owner's first and/or last name into the text boxes and click the **Find** button to search for the parcel.

**Note:** Selecting a **Community** will limit the search to that area.

If you are unsure of the spelling of an owner's name, you can use a wildcard (%) by typing the characters you know followed by the percent sign as shown below (Gov%).

Assessments	Search By Parcel Number
Survey Monuments	Search By Owners Name
Reports	Search By Civic Address
Tools	
User Account	
Contact Us	
Help	
Log-Off	

Search by Owner's Name

AA		and a state of the local division of the loc						
	Ass	essmei	nt - Search By Owner	Name	9			
EOLINC	Count	:y:	<b>•</b>	Enter an	Owner's Name into the text b	oxes and click the Find button		
	Comm	nunity:	<b>•</b>	to search Selecting	for a parcel. Wildcard characte a <b>Community</b> will limit the sea	ers are allowed (%,_). erch to that area.		
sments	First M	lame:						
y Monuments	Last M	Jame: G	0V%					
ts		F	ind Clear The Box					
ccount								
istration	3,055	Assessmen	ts found, displaying 1 to 20.		[Pre	ev] 1, <u>2, 3, 4, 5, 6, 7, 8 [Next]</u>		
ct Us	View	Parcel	Owner		Owner's Address Property Location			
ff	66	765586-0	AND GOVERNMENT OF PRINCE EDWARD		TRANSPORTATION & PUBLIC WORKS PO BOX 2000 CHARLOTTETOWN PE C1A7N8	HURRY ROAD WEST ROYALTY		
ward Island	66	324194- 101	AND OCEANS GOVERNMENT OF CANAL FISHERIES	DA	TAXATION & PROPERTY RECORDS PO BOX 2000 CHARLOTTETOWN PE C1A7N8	PARCEL B WOOD ISLANDS WHARF WOOD ISLAND EAST		
Get Acrobat Reader	66	361881-0	ARMY IN CANADA GOVERNING COUNC SALVATION	IL OF	99 WYSE RD SUITE 1420 DARTMOUTH NS B3A4S5	70 WALTHEN DR CHARLOTTETOWN		
	66	425421- 101	GRANTS DIVISION GOVERNMENT OF C MUNICIPAL	ANADA	C/O REAL PROPERTY RECORDS PO BOX 2000 CHARLOTTETOWN PE C1A7N8	MURRAY HARBOUR		
	66	553669- 101	ISLAND INDIAN RESERVE GOVERNMEN CANADA - LENNOX	NT OF	MUNICIPAL GRANTS DEPARTMENT OF FINANCE OTTAWA 4 ONTARIO	LENNOX ISLAND		

From the list of properties as above, click to **View** information on the desired parcel.

#### 2.1.3 How Do I Search by Civic Address?

If you know the civic address, choose **Assessments** from the main GeoLinc Plus screen, then **Search by Civic Address**. Enter a **Street Number** and/or a **Street Name** into the text boxes and click **Find**. Type "Charlottetown" in the Community box and "Kent St." in the Street Name box, the above query will produce results as below. Click on the binoculars to view details of the desired parcel

Assessments Survey Monuments	Search By Parcel Number Search By Owners Name Search By Civic Address		Entering a wildcard character (%,_) in the <b>Street Name</b> field will list <u>all</u> streets. Selecting a <b>County</b> and/or <b>Community</b> name will limit the search.
Reports User Account		_	
Administration			
Contact Us Help		GEOLINC	Assessment - Search By Civic Address County: Enter a Stree
Log-Off		Assessments	Community: CHARLOTTETOWN Cick the Find allowed on the Street Number:
Search by	Civic Address	Survey Monuments Reports	Street Name: Kent St Find Clear The Box

ddress Locator

By entering just a street name, i.e. Kent or TransCanada Highway, you may get hundreds of results. Being more specific will narrow your search.

			ht - Search By Civic	Address	
EOLINC essments	Count	unity:	CHARLOTTETOWN	Enter a Street Name and/or Street Numb dick the Find button to search for a parcel allowed on the Street Name field (%).S Community name will limit the search to th	. Wildcard characters are electing a <b>County</b> and/or
		Number:		,	
ey Monuments	Street	Name: K	Kent St		
orts			Find Clear The Box		
orts ress Locator			Find Clear The Box		
	143 A		Find Clear The Box		[Prev] 1, <u>2</u> , <u>3 [Next]</u>
ress Locator				Owner's Address	[Prev] 1, <u>2, 3 [Next]</u> Property Location
ress Locator Account		ssessments Parcel	s found, displaying 1 to 50.	2 KENT ST	Property Location 2 KENT ST
ess Locator Account inistration		ssessments Parcel	s found, displaying 1 to 50. Owner	2 KENT ST CHARLOTTETOWN PE	Property Location
ess Locator Account inistration act Us	View	ssessments Parcel	s found, displaying 1 to 50. Owner	2 KENT ST	Property Location 2 KENT ST

# 2.2 Viewing Registry Information

When viewing assessment details in the **View Assessment** screen, choose **View Registry**. This will list the registered documents for the selected parcel, as shown below.

3439	013-0 Disclaimer:	The information contained in this scre attempts to match Registry Document specific Parcel identifiers. While care h	en ts with	IN: 11 KENT ST CHARLOTTE QUN	
		taken in the Interpretation of matchin documents to parcel identifiers, errors omissions may occur.	and Assessed Acreage:	0.0	
		omissions may occur.	Parent Parcel:	0	
			Township:	0	
			Map Sheet Number:	11L036F123	
View As	sessment View Registry	View Tax Values View Map	Print Report E	lack	
17 Docu	ments found, displaying	1 to 17.			
Year	Description	Document Type 🧿	Document Numbe	r Book	Pag
2000	DEED	11	2179	1051	53
1995	EASEMENT, RIGHT-OF-	WAY 22	19954464	12	47
1963	DEED	11	19631412		
1963	DEED	11	19630380		
1963	DEED	11	19630334		
1963	DEED	11	19630326		
1963	DEED	11	19630096		
1963	DEED	11	19630049		
1962	DEED	11	19622489		
1962	DEED	11	19622464		
1962	DEED	11	19622441		
1962	DEED	11	19622434		
	DEED	11	19622433		
1962		11	19620063		
1962 1962	DEED	11			
	DEED	11	19620025		
1962					

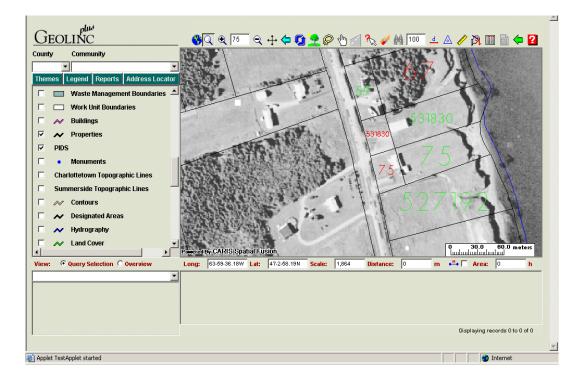
## 2.3 Viewing Tax Values

From the **View Assessment Details** screen, choose **View Tax Values** and you will see tax assessment values for the parcel, including current annual taxes.

343913-0 <sup>Owne</sup>	CIA7N8 COVERNMENT OF TRANSPORTATION PO BOX 2000 CHARLOTTETOWN CLA7N8	N & PUBLIC WORKS	Property Lo Parent Pan Township: Map Sheet Number:	cel:	KENT ST AND ST CHARLOTTET 0 0 11L036F123	
View Assessment View Re	gistry View Ta	c Values View Map	Print Rep	ort	Back	
Assessment Values		Tax Rates		Current	Annual Taxes	
Commercial Assessment:	\$18,731,700.00	Provincial Commercial Rate:	\$1.50	Waste V	Watch Levy:	\$0.00
Non Commercial	\$0.00	Provincial Non-Commercial	\$1.50	Provinci	al Tax:	\$0.0
Assessment: Residential Assessment:	***	Rate: Municipal Commercial Rate:	\$2.31	Municip	al/Fire District	\$429,371.2
Farm Assessment:		Municipal Non-Commercial	\$1.35	Tax:		
	\$18,731,700.00	Rate:	\$1.55	Total Ta	00	\$429.371.2
Municipal Assessment	\$18,731,700.00	Flat Rate:	\$0.00			•
Value:	+10,101,100.00	Provincial Tax Credit:	\$1.16			
		Percent of Property within municipality:	100%			
the current taxes displayed of current taxes are not dis recalculation of taxes may b Records.	. They may not mat played and assess se pending. For a d	cal calculations of ourrent as ch because prior changes in nents are recalculated at m italed explanation of the ta provide high quality information	assessmen re frequent xes and cale	t which : interval ulations	are reflected in s than taxes ar contact Taxabi	the calculation nd a

#### 2.4 Viewing Maps

To view maps from the **View Assessment** screen, choose **View Map**. For more information on using GeoLinc Plus Maps, please see section 3.0.



## 2.5 Generating Reports

GeoLinc Plus has five reports you can print:

- 1. Assessment
- 2. Lease Code
- 3. Map
- 4. Neighbour
- 5. Registry

To print a report, choose **Reports** from the menu. Enter parcel(s) in the space provided and choose **Generate Report** as shown below.

GEOLINC Assessments	Reports           Parcel(s):         804864
Survey Monuments Reports Address Locator User Account Administration Contact Us Help Log-Off	Report(s):       C Assessment Report       Map Options:       Paper Size:       8.5x11 m         Lease Code Report       Print Scale:       1.1250 m         Map Report       Print Scale:       1.1250 m         Map Report       Registry Report         Generate Report       Generate Report
Prince Edward Island Mer Readour Readour	Note: • The format for parcel numbers is xxxxxx-yyy where xxxxxx is the parcel number and the yyy is the lease code. If the lease code is left out, a default of 0 is assumed.
Done	▼ Internet

PEI DEPARTMENT OF PROVINCIAL TREASURY TAXATION AND PROPERTY RECORDS DIVISION GEOMATICS INFORMATION CENTRE				ssment Information Listing Parcel Number		Dec 2, 2002 Page: 1		
Parcel 343913		Map # 11L036F123	Property Location KENT ST AND ROCHFOR CHARLOTTETOWN	ID ST	Owner Name & Mailing A COR GOVERNMENT O TRANSPORTATION & P	F PEI		
Original Prop No:					PO BOX 2000 CHARLOTTETOWN PE			
School District: Work Unit:	2001 8724	CHARLOTTETOWN			C1A7N8			
Lot/Township #: School Unit #:	0 3							
Parcel and Lease 343913 - 0		Acreage 7.9	Assessment Values Commercial:	\$ 18731700	Designated Taxpayer and	d Mailing Address		
Account Status:	А		Non Commercial: Residential:	\$0 \$0				
Farm Qual:	Ν		Farm:	\$0				
Municipality:	24100	CITY OF CHARLOTTE	TOWN					
Region# and Assr:	4	WHITE WALTER			Dates			
% in Municip:	100				Assessment Effective:	2002-01-01		
Spec Prop Code:	209		No. Farm Qual:	0	Last Inspection:	1995-05-12		
MHI Number:			No. Referrals:	0	Last Owner Chg:			
			No. Transfers:	0	Initially Filed:			
Owner ID Code:	434		No. Tax Credits:	0	Dormant:			
	A01		No. Building Permi					
Ownership Code: Tax Exempt Code:	810		No. Appeals:	0				

#### 2.6 Civic Addressing

From the Address Locator menu on the left-hand side of the screen, you will gain access to Civic Address Maps, Street Name Planner, Civic Addressing Communities, and Emergency Services Maps:

- Civic Address Maps: Generate a map of a civil address
- Street Name Planner: Produce a unique list of street names in any community or fire coverage area in PEI
- **Civil Addressing Communities**: Obtain a historical description of a community
- Emergency Services Maps: View a map by selecting an Emergency Services Provider



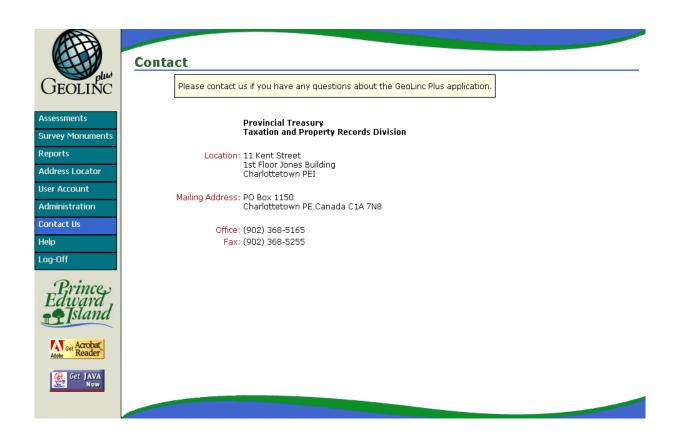
#### 2.7 Change Password, View Transactions, View Transaction Costs

To access your account information, choose **User Account** from the GeoLinc Plus menu and you can do the following;

- change your user profile's password,
- view your transactions, or
- view transaction costs.

Assessments	
Survey Monuments	
Reports	
Tools	
User Account	Change Password
Contact Us	View Transactions
Help	View Transaction Costs
Log-Off	

## 2.8 Contact Us

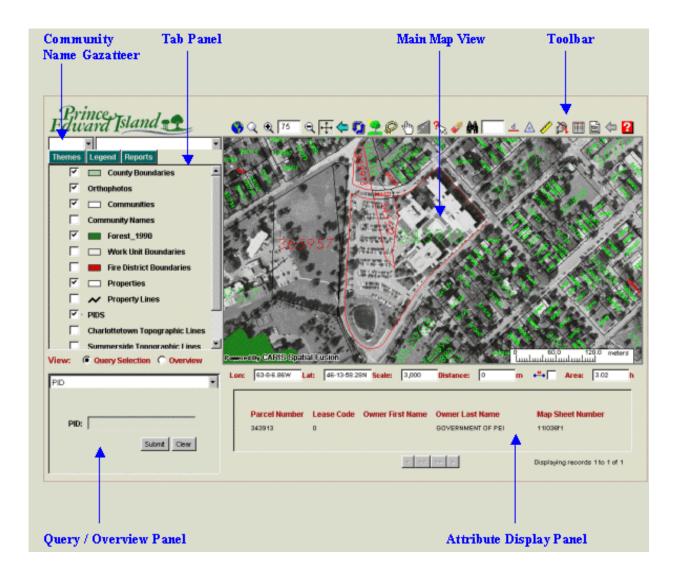


# 3.0 VIEWING GEOLINC PLUS MAPS

#### 3.1 Overall Layout

You can create customized maps using the following GeoLinc Plus tools:

- Main Map View displays the map
- Tool Bar provides navigation and selection options
- Community Name Gazateer allows you to zoom to the cover of a selected community
- Tab Panel displays the themes, legend, and reporting options
- Attribute Display Panel displays parcel attribute information
- Query/Overview Panel allows the user to perform a parcel query.



#### 3.2 Main Map View

When you first enter GeoLinc Plus maps, the *Main Map View* defaults to a map of Prince Edward Island.

#### 3.3 Toolbar

Numerous navigational and selection tools located in the *Toolbar* can be used to narrow down the focus of the map to a certain area or parcel. A description of each of these tools is listed below.

ar tion To	ools	
<b>(</b> )	Overview	Displays the entire Province.
Q	Zoom	Allows the user to zoom to a selected cover.
Q	Zoom In	Zooms in a fixed amount.
Q	Zoom Out	Zooms out a fixed amount.
÷	Pan	Allows the user to Pan by dragging the map in the desired direction.
<b>\</b>	Previous Draw	Displays the map at the previous extents.
Ø	Refresh Map	Refreshes the map display.
ion Too	bls	
2	Select Community	Allows the user to select a community by clicking within its boundaries on the map. The map will zoom to and centre on the select community.
P	Lasso Select	Allows the user to select parcels within or touched by a defined area. This area is defined by successive clicks of the mouse. To c the area, <b>double click</b> with the mouse. Note that the area must not have lines that cross. Attribute information associated with the selected parcel(s) will be displayed in the <i>Attribute Display Panel</i> . This tool is only available at scales greater than 1:30000.
∿	Select Parcel	Allows the user to select one or more parcel(s) by either clicking on or dragging across one or more parcels. Attribute information associated with the selected parcel(s) will be displayed in the <i>Attribute Display Panel</i> . This tool is only available at scales greater 1:30000.

Allows the user to select the neighbouring properties of a selected parcel. Attribute information associated with the the neighbouring

Allows the user to select a property line by clicking on it. The length of the selected line will be displayed in the Attribute Display

properties will be displayed in the Attribute Display Panel. This tool is only available at scales greated than 1:30000.

Panel. This tool is only available at scales greater than 1:30000.

M

<u>\_</u>\_\_\_\_

Find Neighbours

Select Property Line

	Select Monument	Allows the user to select a monument by clicking on it. Attribute information associated with the selected monument will be displayed in the <i>Attribute Display Panel</i> . Note that in order to select a monument, you must click directly on the small dot in the center of the monument. This tool is only available at scales greater than 1:30000.
Other Tools		
	Highlight Parcel on Road Map	Displays the selected parcel at a scale of 1-20000 with only the Properties, Transportation and PIDS Themes turned on.
<b>%</b> ∂	Whose Is It?	Allows the user to click on a parcel and view its associated attribute information (i.e., Parcel Number, Lease Code, Owner Last Name, Owner First Name, and Map Sheet Number). This information is displayed in the top left-hand corner of the map- <b>not</b> in the <i>Attribute</i> <i>Display Panel</i> . This tool is only available at scales greater than 1:30000.
<b>I</b>	Calculate Distance	Calculates the cumulative distance between points selected by the user. As the user clicks on successive points on the map, the cumulative distance will be displayed in the <b>Distance</b> text box directly below the map. If you want to see the individual distances between points, select the checkbox associated with this image for a located next to the <b>Distance</b> text box below the map. Right click on the mouse to clear the distance.
a	Calculate User Defined Area	Calculates the area of a polygon created by points selected by the user. Once the user has selected at least three points, the area of the polygon will be displayed in the <b>Area</b> text box directly below the map. Note that the area must not have lines that cross. Right click on the mouse to clear the area.
	Show / Hide Attribute Display Panel	Toggles the display of the Attribute Display Panel on and off. If the Attribute Display Panel is turned off, the Main Map View is enlarged, filling the space that was occupied by the Attribute Display Panel. If the Attribute Display Panel is turned back on, the Attribute Display Panel will reappear and the Main Map View will return to its original size.
Ē	View Assessment Details	If a single parcel is selected on the map, the user can view the assessment details of the parcel by clicking on this button.
<b>¢</b>	Go Back	Returns the user to the last web page that was viewed before loading the GeoLinc Plus Mapping applet.
2	Неђ	Displays this Help Page.

## 3.4 Attribute Display Panel

The *Attribute Display Panel*, located in the bottom right of the *Main Map View*, displays attribute information associated with selected parcel(s). This information includes Parcel Number, Lease Code, Owner Last Name, Owner First Name, and Map Sheet Number.

Themes	The <i>Themes</i> tab panel displays the available themes, or map layers, that you can display. The themes are scale dependent; therefore, as you zoom in and out on the map, themes will become visible in the theme panel and certain themes will disappear depending on your current map scale. To turn on a theme, select its corresponding checkbox. The next time the map is refreshed, that theme will be visible. Likewise, to turn off a theme, unselect its corresponding checkbox. The next time the map is refreshed, that theme will be visible.
Legend	The <i>Legend</i> displays the classification layers, if any, associated with a selected theme. The information provided includes the color, geometry type, and name of each classification layer.
Reports	Detailed parcel information reports can be generated based on a selected parcel. To generate a report, select one or more of the available report types. If a map report is selected, you can also select the paper size and scale of the printed report. Click the <b>Generate Report(s)</b> button to generate the selected reports. The reports are created in PDF format and will open in an Adobe Acrobat viewer; therefore, the Adobe plug in must be installed on your computer in order to view and/or print reports.

## 3.5 Query Panel

The Query Panel allows you to search for a parcel based on its Parcel Number. Simply select the Parcel Number option from the drop down list, type the Parcel Number in the text box provided, and then click the submit button. The query results are displayed in the *Attribute Display Panel*. If the parcel is found, the *Main Map View* zooms to and centres on the selected parcel.

## 3.6 Change Scale

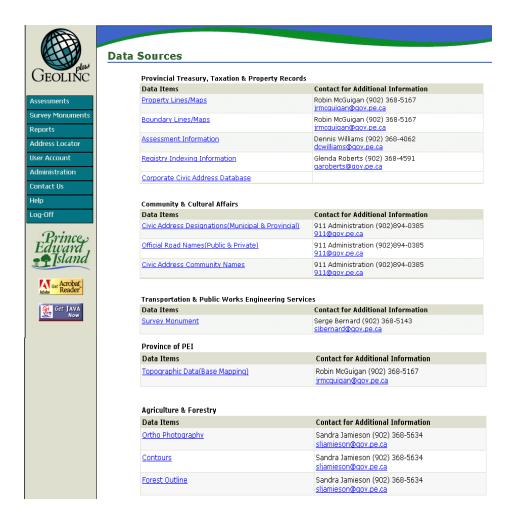
The current scale of the map is displayed in a text box directly under the *Main Map View*. You can use this tool to change the scale of the map to a desired value. Enter the scale in the text box and press the *Enter* button on your keyboard. The Main Map View will refresh the map accordingly.

# 4.0 ON-LINE HELP

Log-In	
Register	
Contact Us	
Help	FAQ
	Codes
	Data Sources

Choosing Help from the main menu in GeoLinc Plus will give you access to:

- FAQ Frequently Asked Questions
- Codes A list of account status codes, document types, farm quality codes, owner ID codes, ownership codes and tax exemption codes. Choosing ② will take you to the list of codes.
- Data Sources A list of data items and who supplied them, as shown below



# 5.0 COMMENTS AND SUGGESTIONS

We appreciate any comments you may have regarding GeoLinc Plus. Please complete the form below and return it to:

Provincial Treasury Taxation and Property Records Attn: GeoLinc Plus P.O. Box 1150 Charlottetown, PE C1A 7M8

or you may drop this form off at:

Taxation and Property Records Registry of Deeds Office 11 Kent Street, 1<sup>st</sup> Floor Jones Bldg., Charlottetown, PE

or Registry of Deeds Office, Access PEI Site 120 Harbour Drive, Summerside, PE

	Date:	
User Name:		
Company:		
Phone #:	E-mail:	
Comments/Suggestions:		
		_