# Using the Randolph County Register of Deeds Website

1. Go to the Website:  www.randrod.com
2. Click Real Estate Records
3. Click View Online Records
4. Read the disclaimer and the systems requirement and click the link
5. Click on the old index books tab
6. Click Grantee or Grantor
7. Scroll down to the bottom of the date range box and be sure 1776-1947 is highlighted
8. Type the last name of the person you are searching for in the Search name box
9. Click search
10. Use the Red arrows to scroll through until you find the name you are looking for
11. Type the page number next to the name in the page box at the top of the page and click go
12. Use the red arrows again to page through until you find the specific transaction you are looking for
13. There will be a book and page number next to the transaction enter these at the top of the page in the book and page number under view document image
14. Scroll down the page to be sure you have found what you are looking for.
15. Click on the link to open image in a new window
16. Hover your mouse at the top of the page until the black bar appears.   This will have the download and print options.