

How to Create a New User Account & Define a FraudSleuth Profile

1. Go to the [Online Records Website](https://countyfusion1.kofiletech.us/countyweb/login.do?countyname=LosAlamos)
<https://countyfusion1.kofiletech.us/countyweb/login.do?countyname=LosAlamos>
2. Click on the "Create New User Account" button

Los Alamos County Clerk - Recording
Where Discoveries are Made

1000 Central Avenue, Suite 240
Los Alamos, NM 87544 (505) 662-8010
8:00 am to 5:00 pm Monday - Friday

Los Alamos Online Services

Welcome! Our New Online Services provide a convenient and centralized way to search for documents recorded in our office.

Additional information about the site is available once you login. You can also visit my [Home Page](#) for more information.

Sharon Stover ~ County Clerk

Los Alamos County Municipal Building
1000 Central Avenue, Suite 240
Los Alamos, NM 87544
505-662-8010

You may create an individual user account by clicking the button below.

Create New User Account

Guest users please log in here.

Login as Guest

Registered users please log in here.

Username:

Password:

[Forgot your password?](#)

Login **Clear**

FraudSleuth
Click the FraudSleuth icon to be directed to a simplified name search.

Powered By **propertyinfo** | Global real estate technology

©All rights reserved, Los Alamos County

This web site requires Internet Explorer version 6 or higher with JavaScript enabled. To view images, Java support is recommended, but not required. If Java support is not available, image viewing capabilities will be significantly limited. If you are having difficulty with this site, please ensure that you have installed all available software and security updates.

3. The following screen will appear: *(Items in RED are required) – valid email address required.*

Los Alamos County Clerk - Recording
Where Discoveries are Made

1000 Central Avenue, Suite 240
Los Alamos, NM 87544 (505) 662-8010
8:00 am to 5:00 pm Monday - Friday

Create New User Account

Personal Information

Username:

Full Name:

Password:

Confirm Password:

Email Address:

Address1:

City:

State:

Zip Code:

Phone:

X Cancel **Save**

4. From the Main Page, Login with the username and password as you selected above.

This web site requires Internet Explorer version 6 or higher with JavaScript enabled. To view images, Java support is recommended, but not required. If Java support is not available, image viewing capabilities will be significantly limited. If you are having difficulty with this site, please ensure that you have installed all available software and security updates.

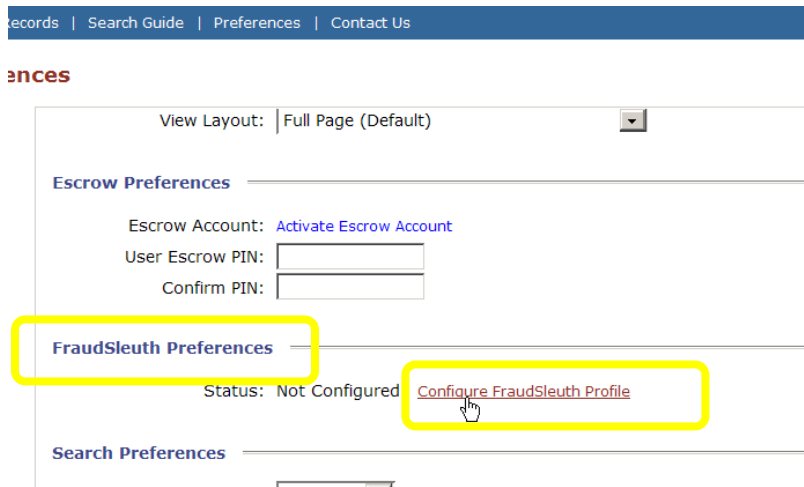
5. After logging in, the Disclaimer Notice will appear, simple click "Accept"

Los Alamos County Clerk Online Services Disclaimer

The Los Alamos County Clerk's Office is providing the information on this web site as a service to the public. We have made every effort to ensure that the information contained in this electronic search system is accurate. However, the County Clerk's Office, the County of Los Alamos, and PropertyInfo make no representations, warranties (express or implied) or guarantees concerning the suitability, accuracy, authenticity or reliability of the content of this site or at other sites to which we link. Your use of this information is at your own risk. The County Clerk's Office, County of Los Alamos, and PropertyInfo shall not be held liable for errors contained herein or for any direct, consequential, incidental or special damages, including but not limited to, attorney fees, as a result of the information contained herein. By clicking on the accept button below the user is acknowledging that the above disclaimer has been read and its terms and conditions have been understood and hereby accept these terms and conditions and agrees to release the County Clerk's Office, County of Los Alamos and PropertyInfo, its agents, servants, employees and elected officials from any such liability. Plat Note: if user chooses to print only part of a plat, it shall not represent the true and correct original; unless completely printed at the Clerk's Office and may not represent the recorded document as far as exception, easements, lot-lines of property.

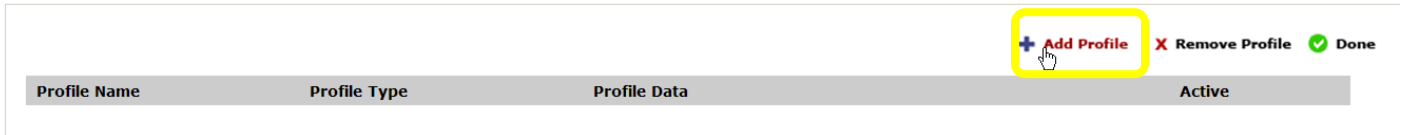
6. To define a FraudSleuth Profile, go to Preferences

7. Under the Heading "FraudSleuth Preferences", select "Configure FraudSleuth Profile"



8. Select Add Profile

Configure FraudSleuth Profile

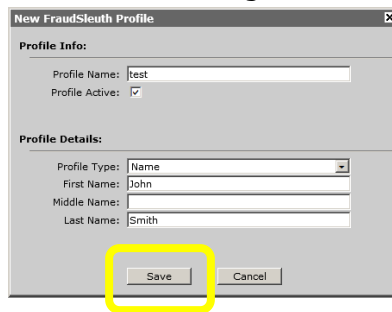


9. Enter the Profile Info and Profile Details

Profile Info: name of specific profile
(Make sure there is a ✓ in the "Profile Active" box)

Profile Details: name to be matched against our records

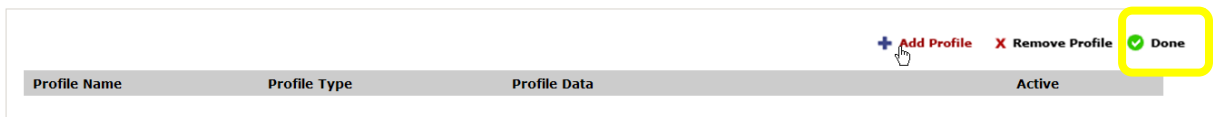
And hit "Save"



REPEAT STEPS 9-10 TO DEFINE MULTIPLE PROFILES

Once you are done defining profiles, hit "Done"

Configure FraudSleuth Profile



10. Each night, a FraudSleuth process runs at the county looking to see if any documents have been filed that match any active profiles. If there is a match, you will be notified by email.