

**Craig A. Hayner**  
County Clerk

**Shauna M. Sutton**  
Deputy County Clerk

**Charles A. Foehser II**  
Deputy County Clerk



## **Saratoga County Clerk's Office**

*Saratoga County Municipal Center  
40 McMaster Street, Ballston Spa, NY 12020  
Telephone (518) 885-2213 FAX (518) 884-4726*

---

### Memo

TO: Online Records Database Users

FROM: Craig A. Hayner, Saratoga County Clerk

RE: Changes to Saratoga County Online Records Database

DATE: February 28, 2019

---

Beginning Thursday, February 28, 2019, users of the Saratoga County Online Records Database will notice two new fields in the Index Field of the database.

The two new fields are "Property Description" and "RP Full Sale Price." They are both easily found in the Index Field of the database.

#### **Property Description Field:**

Previously, the address was found in the notes field. It is now called "property description" and is in a separate field within the Index Field, so users may find it easier.

#### **RP Full Sale Price Field:**

The "RP Full Sale Price" is a new field within the database. This field shows the total sale amount for a property and is easy to locate within the Index Field. With this new field, **there is no need to do any calculation to find the total sale amount of a property.**

We hope you find this new format to be a convenience to you.