

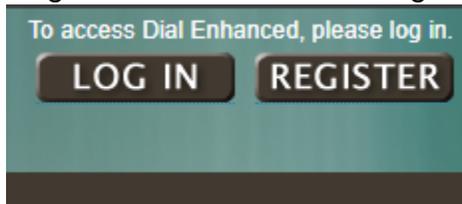
Generating Mailing Labels

The ability to create mailing labels is available in the [Dial Enhanced version](#) of the Deschutes County Property Information website. **You will need to register for an account prior to gaining access to the Mailing Labels data.** The Mailing Labels tool creates a file containing mailing address information within a specified distance of a real property account. File output formats include Microsoft Excel, Microsoft Word, Comma Separated Values (CSV) and PDF, which can be used to create mailing labels.

EXAMPLE

"I want a mailing list of neighbors within 250 feet of my property to notify them of my STR 24/7 Owner Representative (emergency contact) information."

1. Register a new account or login to your existing account to access the enhanced version.



2. Search for your STR property record by address.



3. From a real property account, click Mailing Labels from the Development section of the navigation menu.



4. Select 250 ft from the Select a buffer distance dropdown list.

Create Mailing Labels for account # 151143

This tool creates a file containing mailing address information for taxlots within the specified distance from this taxlot. This file can be used to create mailing labels.

Current Buffer Taxlots:

Select a buffer distance: Select an output format:

5. Select an output format and click Get Labels.
6. Use the mailing list file download to create mailing labels.