



Office of Property Assessment

OPA Tutorials – Property Search

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1. How to Initiate a Search by Address

1. Click the **Property Search** button in the Global Navigational Menu (GNM) at the top of the screen to bring up the Search by Address Form.

Home **Property Search** Forms & Applications Employment Opportunities Help & Information

2. Type the House Number and Street Name of the address associated with the OPA Account Number in the “**Address**” box.

Search by Address

Address: * Unit Number:

Search Tips:
 Type the house number and street name into the Address Box. If you do not know the Address and know the building name, you may enter it in the Address Box.

*** Unit Number:**
 For a condominium with a unit number you are certain of (e.g., "200 Locust St. Unit 2AN"), enter the 2AN unit number in the Unit Number box. If you are uncertain of the unit number, leave it blank. Click Search once.

[? Help - How to Initiate a Search by Address](#)

3. If you know the Building Name and don't know the street address, type the building name in the “Address” box.
4. If the account being accessed is a condominium, type its unit number in the “**Unit Number**” box. If you don't know the unit number, leave it blank and continue.
5. Click to start the Search (or to clear fields and start again).

Examples of **Successful** “**Search by Address**” Entries:

Address:	<input type="text" value="1234 Market St."/>	House Number, Street Name and Designation		
Address:	<input type="text" value="300-314 N. 3rd St."/>	House Number range, Street name, Direction, and Designation		
Address:	<input type="text" value="300 N. 3rd St."/>	Street Name and Direction without Designation		
Address:	<input type="text" value="Society Hill Tower"/>	Building Name		
Address:	<input type="text" value="Frank"/>	Select one from a list of streets with “Frank” in their spelling		
Address:	<input type="text" value="200 Locust St."/>	Unit Number:	<input type="text" value="2AN"/>	House Number range, Street Name with Designation, and Unit Number
Address:	<input type="text" value="Society Hill Tower"/>	Unit Number:	<input type="text" value="2AN"/>	Building Name with Unit Number



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Examples of **Failed** “Search by Address” Entries:

Address:	144 3 St.	3rd Street cannot be abbreviated as 3 St
Address:	16 Pitts	Street Not Found



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2. How to Initiate a Search by Block

1. Click the **Property Search** button in the Global Navigational Menu (GNM) at the top of the screen to bring up the Search by Address Form.

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2. At the top of the form, click the Search by Block tab.

Search by Block

Block:

Street Name:

Search Tips:
Type the house number into the block box and the street name into the Street Name box. Click Search once. Click Search **once**.

Hint: Typing "920" in the block box will return all properties from 900 to 999 on the entered street name.

[Help - How to Initiate a Search by Block](#)

3. Type the House or Block (i.e., hundredth-place value of house) Number in the **“Block”** box and a Street Name in the **“Street Name”** box.
4. Click **Search** to start the Search (or **Clear** to clear fields and start again).

Examples of **Successful** **“Search by Block”** Entries:

Block:	<input type="text" value="1234"/>	Street Number
Street Name:	<input type="text" value="Market St."/>	Street Name with Designation
Block:	<input type="text" value="1200"/>	Block Number
Street Name:	<input type="text" value="ine"/>	Select one from a list of streets with “ine” in their spelling

Examples of a **Failed** **“Search by Block”** Entry:

Block:	<input type="text" value="3rd"/>	Block can be typed as a number only
Street Name:	<input type="text" value="ine"/>	



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3. How to Initiate a Search by Intersection

1. Click the **Property Search** button in the Global Navigational Menu (GNM) at the top of the screen to bring up the Search by Address Form.

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2. At the top of the form, click the Search by Intersection.

3. Type the Street Name of one of the two intersecting streets in the “**Street 1**” box.
4. Type the other street name into the “**Street 2**” box.
5. Click **Search** to start the Search (or **Clear** to clear fields and start again).

Examples of **Successful** “**Search by Intersection**” Entries:

Street 1:	Frank	Partial street name results in multiple intersections that include both Street entries.
Street 2:	ine	
Street 1:	16th	Street names without designations specify the location of an intersection.
Street 2:	Pine	

Example of a **Failed** “**Search by Intersection**” Entry:

Street 1:	Frank	Partial and specific street name result in several streets options but none actually intersect.
Street 2:	Pine	



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4. How to Initiate a Search by OPA Account Number

1. Click the **Property Search** button in the Global Navigational Menu (GNM) at the top of the screen to bring up the Search by Address Form.

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2. At the top of the form, click the Search by OPA Account Number tab.

3. Type the 9-digit OPA Account Number in the “**OPA Account Number**” box.
4. Click **Search** to start the Search (or **Clear** to clear fields and start again).

Example of a **Successful** “**Search by OPA Account Number**” Entry:

OPA Account Number:	888055023	A correct OPA Account Number entry
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Example of a **Failed** “**Search by OPA Account Number**” Entry:

OPA Account Number:	333	Less than 9 digit OPA Account Number
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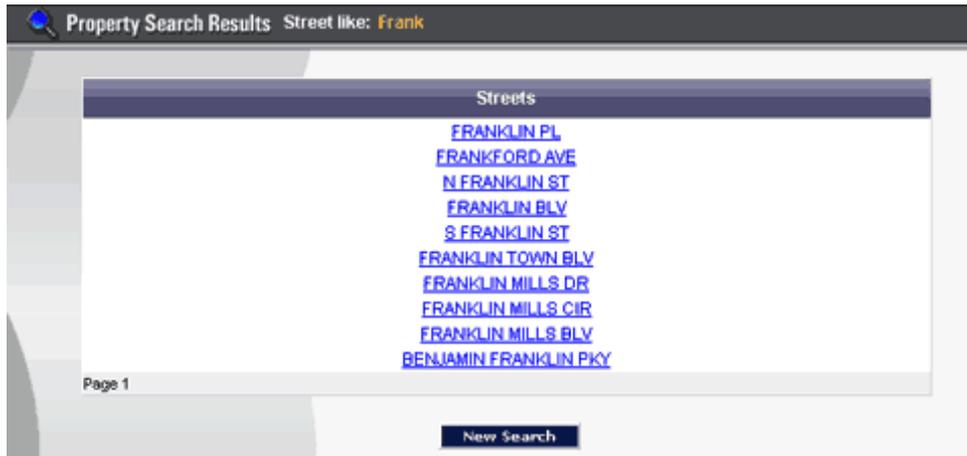
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5. How to Select a Street or Intersection

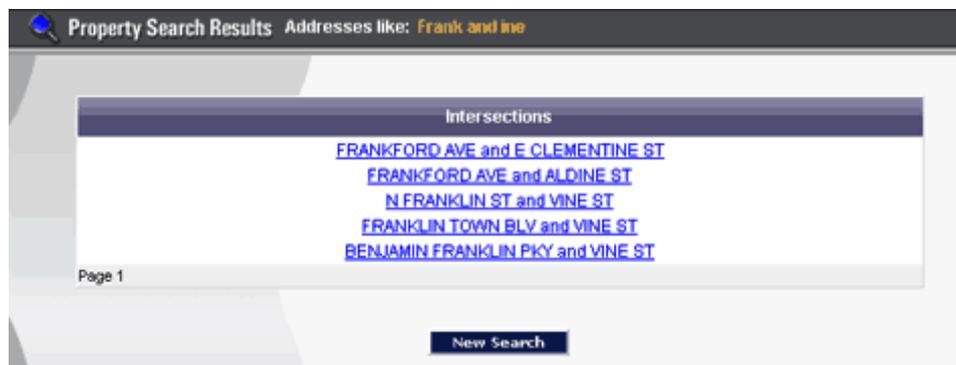
1. When the spelling of a “**Search by Address**” or “**Search by Block**” entry comprises all or part of the spelling for more than one street name, the multiple street names found are presented as a list of streets.

Example of Property Search Results from **Street like** text box entries:



2. The property searcher must then click on one of those streets to select it or click on the **New Search** button to start a new search. Having selected a street name, the property searcher may click the back arrow at the top of the browser (or type the left arrow key while holding down the Alt key) to select a different street name.
3. Similarly, when more than one intersection is found that matches the street name(s) entered into each of the street name boxes, a choice of intersections is offered.

Example of Property Search Results from **Addresses like** text box entries:





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6. How to Sort and Select Addresses

1. A successful “**Search by Block**” or “**Search by Intersection**” will result in an Address list from which to select the OPA Account Number to be accessed. Similarly, “**Search by Address**” also produces an Address List when an entry results in the selection of a street name but the house and/or unit number(s) entered are not found, and the block number for the house number entered has properties. All properties on that block are presented as options for the Account Searcher to select from. A block list of address is also presented in a Search by Block while Search by Intersection returns a list of properties on the intersecting streets specified.

Select OPA Account #	Sort By:	By Address	Ascending				
OPA Account #	Address	Property		Sale Price	Date Of Sale	Proposed Market Value for 2011	Proposed Tax for 2011
881027000	201 S 18TH ST	APTS 100 MASONRY			\$1 07/23/1999	\$19,881,000	\$577,789.57
888092500	219-29 S 18TH ST Unit: 100	COM.COND MASONRY	By Address By OPA Account # By Property Description By Market Value By Sales Date By Sales Price By Taxes	\$3,152,800	05/15/1978	\$604,000	\$17,553.69
888092502	219-29 S 18TH ST Unit: 101	COM.CONDO.1STY MASONRY	1708 CHANCELLOR ASSOC LP RITTENHOUSE REGENCY AFFIL	\$3,152,800	05/15/1978	\$878,000	\$25,516.79
888092504	219-29 S 18TH ST Unit: 102	COM.CONDO.1STY MASONRY	1708 CHANCELLOR ASSOC LP RITTENHOUSE REGENCY AFFIL	\$3,152,800	05/15/1978	\$59,000	\$1,714.68
888092506	219-29 S 18TH ST Unit: 103	COM.CONDO.1STY MASONRY	1708 CHANCELLOR ASSOC LP RITTENHOUSE REGENCY AFFIL	\$3,152,800	05/15/1978	\$211,000	\$6,132.17
888092508	219-29 S 18TH ST Unit: 200	COM.CONDO.2STY MASONRY	1708 CHANCELLOR ASSOC LP RITTENHOUSE REGENCY AFFIL	\$3,152,800	05/15/1978	\$1,218,000	\$35,398.00
888092510	219-29 S 18TH ST Unit: 300	COMM.CONDO 3STY MASONRY	1708 CHANCELLOR ASSOC LP RITTENHOUSE REGENCY AFFIL	\$3,152,800	05/15/1978	\$1,143,000	\$33,218.32
888092512	219-29 S 18TH ST Unit: 401	RES.CONDO.5+STY MASONRY	1708 CHANCELLOR ASSOC LP RITTENHOUSE REGENCY AFFIL	\$3,152,800	05/15/1978	\$50,700	\$1,473.46
888092514	219-29 S 18TH ST Unit: 402	RES.CONDO.5+STY MASONRY	ULMAN NANCY ULMAN STANLEY	\$285,000	09/22/2008	\$82,400	\$1,473.46
888092516	219-29 S 18TH ST Unit: 403	RES.CONDO.5+STY MASONRY	PARC RITT 403 LLC	\$260,000	02/27/2009	\$82,400	\$1,473.46

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2. To select an Account Number, click its hyperlink under the “**OPA Account #**” column.
3. To assist with your selection, you may sort the list by account detail. To do this, click the menu labeled “**Sort By:**” and drag the arrow down to select sort By Address, OPA Account #, Property Description, Market Value, Sales Date, Sales Price, or Taxes. The sort occurs automatically when the selected submenu option is clicked.
4. The default sort is ascending (largest value at top). To select a descending (largest value at bottom) sort, click the unlabeled menu to the right of the “Sort By:” menu.



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7. How to Respond to an Error Message

The following table presents a view of an error message followed by a description of its meaning:

Error Message:	What it means:
Cannot Find Street For	The OPA Account Database does not find a matching street name in a “Search by Address” or “Search by Block.”
No Address Found For	The OPA Account Database finds street name but no properties on the block number in a “Search by Address” or “Search by Block.” This error message also occurs when a building name is entered into a Search by Address but not found.
Cannot Find Intersection For	The OPA Account Database does not find a matching intersection for the two street names entered into the Search by Intersection boxes. This could be due to either street not being found or both being found but not intersecting.
Invalid Account Number	The OPA Account Database does not find a OPA Account Number that matches the Search by Account Number entry.
Block should be a numeric value	A number with text (e.g., 3rd) was entered into the Block box of a Search by Block.



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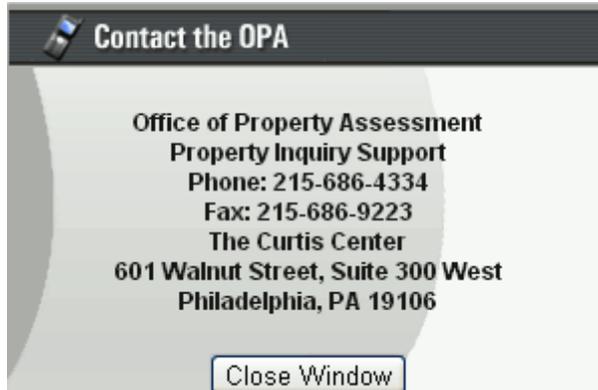
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Help Tips:

1. These error messages are accompanied by the following tip:
“You can search again or submit a Property Inquiry. To inquire about a property online, a valid E-Mail address is required.” Click

 to request assistance with your search via email.

2. **“If you are unable to provide a valid E-Mail address, [contact the OPA by phone or FAX.](#)”** Clicking on the blue hyperlink brings up the following contact information:





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8. How to View & Print Account Details

- Upon achieving account access, "Account Information" displays the following:
 - **Property Location:** Address, Unit Number, and Zip Code
 - **Owner Information:** Owner Name, OPA Account Number, and Owner Mailing Address

Property Search Results Account Details: 1234 MARKET ST Search Similar Properties: Choose... Help

Account Information Account Details Valuation Details Print Out

Property Location

Address:	1234 MARKET ST	Unit Number:		Zip Code:	19107-3615
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Owner Information

Owner(s):	SEPTA
Account Number:	883309000
Mailing Address:	C/O SEPTA GERARD MAIER DIR OF RE PHILA PA 19107

New Search Submit An Inquiry About this Property

- Click the "Account Details" Tab to see the following:
 - **Property Characteristics:** Land Area (in sq. feet), Improvement Description, Improvement Area, Exterior Condition and Beginning Point
 - **Certified Values for 2006:** Market Value, Taxable Assessed Land, Taxable Assessed Improvement, Exempt Assessed Land, Exempt Assessed Improvement, and Total Assessment
 - **Sales Information:** Sale Date and Sales Price
 - **Tax Information:** Real Estate Tax

Property Search Results Account Details: 1234 MARKET ST Search Similar Properties: Choose... Help

Account Information Account Details Valuation Details Print Out

Property Characteristics

Land Area:	50160		
Improvement Description:	OFF/BLD N/COMM W-PKG MASO		
Improvement Area:	693048	Beginning Point:	SE COR 13TH & MARKET
Exterior Condition:	Average		

Certified Values for 2005		Sales Information	
Market Value:	\$36,250,000	Sales Date:	9/17/1993
Assessed Land (Taxable):	\$469,800	Sales Price:	\$10
Assessed Improvement (Taxable):	\$1,270,200		
Assessed Land (Exempt):	\$2,662,200	Tax Information	
Assessed Improvement (Exempt):	\$7,197,800	Real Estate tax:	\$143,793.60
Total Assessment:	\$11,600,000		

New Search Submit An Inquiry About this Property



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3. Click the "Valuation Details" Tab to see the following:

- **Proposed Values** (if available)
- **Certified Values:** Year (Values are listed for each of the past 7 years), Market Value, Taxable Assessed Land and Assessed Improvement, Exempt Assessed Land and Assessed Improvement, Total Assessment, Exemption Type, and Gross Tax

Property Search Results Account Details: 1234 MARKET ST Search Similar Properties: Choose... Help								
Account Information Account Details Valuation Details Print Out								
Proposed Values								
Year	Market Value	Assessed Land (Taxable)	Assessed Improvement (Taxable)	Assessed Land (Exempt)	Assessed Improvement (Exempt)	Total Assessment	Exemption Type	Gross Tax
2006	\$36,250,000	\$469,800	\$1,270,200	\$2,662,200	\$7,197,800	\$11,600,000		\$143,793.60
Certified Values								
Year	Market Value	Assessed Land (Taxable)	Assessed Improvement (Taxable)	Assessed Land (Exempt)	Assessed Improvement (Exempt)	Total Assessment	Exemption Type	Gross Tax
2005	\$36,250,000	\$469,800	\$1,270,200	\$2,662,200	\$7,197,800	\$11,600,000		\$143,793.60
2004	\$36,250,000	\$469,800	\$1,270,200	\$2,662,200	\$7,197,800	\$11,600,000		\$143,793.60
2003	\$25,500,000	\$481,536	\$195,242	\$2,728,704	\$4,754,518	\$8,160,000		\$55,928.93
2002	\$25,500,000	\$481,536	\$195,242	\$2,728,704	\$4,754,518	\$8,160,000		\$55,928.93
2001	\$25,500,000	\$481,536	\$213,711	\$2,728,704	\$4,736,049	\$8,160,000		\$57,455.21
2000	\$25,500,000	\$481,536	\$216,486	\$2,728,704	\$4,733,274	\$8,160,000		\$57,684.54
1999	\$25,500,000	\$481,536	\$196,163	\$2,728,704	\$4,753,597	\$8,160,000		\$56,005.05

4. To print any of the 3 Account Views just described, click the **printer icon** to the right of the Valuation Details Tab. The information in each of the 3 tabs can also be printed simultaneously using the PDF format. To printout all 3 tabs simultaneously, you will need **Adobe Reader** installed on your computer. To download the free Adobe Reader, visit

Property Search Results Account Details: 1234 MARKET ST Search Similar Properties: Choose... Help			
Account Information Account Details Valuation Details Print Out			
Property Location			
Address:	1234 MARKET ST	Unit Number:	Zip Code: 19107-3615
Owner Information			
Owner(s):	SEPTA		
Account Number:	883309000		
Mailing Address:	C/O SEPTA GERARD MAIER DIR OF R E PHILA PA 19107		



9. How to Find Similar Properties

1. From the **Property Details** page, you may search and compare similar properties by selecting one of the options under the "**Search Similar Properties**" pull-down menu.



- Select In This Block to access a list of all accessible OPA Account Numbers that have property locations on the same block as the property location listed in the OPA Account Number accessed and the same building code or type as that specified in the OPA Account Number accessed (e.g., all 3 story row masonry dwellings).
- Select By Comparables to access a list of accessible OPA Accounts Numbers in the city of Philadelphia that are comparable to the property characteristics described in the OPA database for the OPA Account Number selected. Comparable properties are defined as properties that:
 - Were recently sold and have comparable estimated values as assessed from an analysis of each property's physical, functional, and locational characteristics and sales price
 - Or that have comparable rent or income patterns.



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- Viewing results of a Search Similar Properties - the results page displays the OPA Account Number, Property Address, Property Description, Owner(s), Sales Price, Date of Sale, Market Value and Proposed Tax for each property sorted by house number and street name of the Property Address.

Property Search Results STORE 5 STY MASONRY on the block of property 100 MARKET ST

Select OPA Account # Sort By: By Address Ascending

OPA Account #	Address	Property Description	Owners	Sale Price	Date Of Sale	Proposed Market Value for 2011	Proposed Tax for 2011
882497600	100 MARKET ST	STORE 5 STY MASONRY	ESK VENTURES LLC	\$1,235,000	08/30/2005	\$184,000	\$5,347.48
882497700	102 MARKET ST	STORE 5 STY MASONRY	ESK VENTURES LLC	\$1,235,000	08/30/2005	\$160,000	\$4,649.98
882498805	120-22 MARKET ST	STORE 5 STY MASONRY	120-122 MARKET STREET LLC	\$2,920,000	06/18/2007	\$759,000	\$17,437.44

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- Each results page displays 10 properties with pagination controls at the bottom of each page for accessing individual result pages.
- Accessing the OPA Account Number - to compare and/or receive more detailed information on, select the underlined link below the "OPA Account Number" heading label. See **8. How to View & Print Account Details** in this tutorial.