

Protect Yourself Against Property Fraud

Subscribe to our free
Document Alert service today.



► **What is property fraud?**

Property fraud is a growing white-collar crime where thieves record documents against your property in an effort to establish ownership for financial gain.

► **How can I protect myself?**

Be vigilant and subscribe to our free Document Alert service.

► **How does Document Alert work?**

Document Alert sends you an automated email alert any time a document is recorded in our office using your name or property's parcel number. You then decide if the recording is legitimate or fraudulent and take the necessary actions.

Swift County Land Records Office is now offering Document Alert. To set-up your account, go to idocmarket.com and select **Get Started** then chose **Document Alerts** found in the upper right-hand corner of the screen and create an account. Enter your information exactly as you want it to be searched. You can choose up to five criteria per alert. There is no charge to sign up and receive email alerts. Document images may be viewed on idocmarket.com for a subscription fee. Document Alerts are not historical and will only be sent for documents filed after the alert is saved.

For assistance, contact Swift County Land Records (320) 843-3377

Document Alerts

HOW TO SET UP ALERTS

CREATE AN ACCOUNT

To set up Document alerts first you must create an account.

1. Visit <https://www.idocmarket.com/>.
2. Click **Login** in upper right corner.
3. Under "First time here?," select "Click here to register for iDoc Market."
4. Enter email address and press the **Register button**.
5. A complete registration link will be sent to the email you provided. Click on the link in that email.
6. Fill out the registration form and click the **Register button** at the bottom of the page.
You will need to create your own password. Must be 10 characters and meet 3 of the following conditions: uppercase, lowercase, number, and special character.
7. Enter your login credentials and press the **Login button**.
8. Select **Submit** or Skip County Interest Survey
9. Review and agree to site terms by checking "I agree to the above terms," then press the **Continue button**.

SET UP ALERTS

Once you have created your account, you can begin setting up alerts.

1. Return to <https://idocmarket.com/> and click **Login** in the upper right.
2. Log in to the website using your email address and password you created.
3. Click the **Document Alerts** link in the upper right.
4. Review the disclaimer information and **select Agree & Continue** on bottom right of the page
5. Select a **County** you want to receive alerts for. You can select multiple counties to receive alerts for multiple counties.
6. To get you started, a Grantor field is added by default. Type the name of the party you want to receive an alert for (e.g., John Smith). Other fields including Grantee, Legal fields, and Parcel number are available as well.
 - Use **Doc # Search** to easily add alerts using an existing document. If you do not know a document number, you can use Basic Search or purchase a subscription to search for a recorded document.
 - You can add up to 5 conditions per alert.
7. Click the **Save Alert button** when you are finished adding each alert.
8. You can see and modify saved alerts on the left under **Existing Alerts**.

Document Alerts are not historical and will only be sent for documents recorded or modified after the alert is saved.