

Locating People

Finding people is part art, part science. We provide the science through data and tools to help in your searches.

Our proprietary database engines combine data from hundreds of sources providing the most comprehensive collection of information about people in the United States.

This guide provides you with techniques to hone the "art" of searching. This helps you conduct effective and efficient searches. Effective searches return the information you need and efficiency reduces the cost of these searches.

QUICK START

First, try to locate the subject using one or more of the following search techniques:

1. If you know the subject's Social Security Number (SSN) use it alone in your first search.
2. Search using Last Name, First Name, and State. If too many records are returned, try adding a City or County. You can also use a partial first name.
3. Search using a Telephone Number. You may use seven digits, with or without a State.
4. Search using a Last Name, First Name, State, and full or partial DOB (mm/dd/yyyy, mm/yyyy, or yyyy).
5. Search using a DOB and First Name.

Helpful Search Tips

SEARCH BY SOCIAL SECURITY NUMBER

A Social Security Number, if you have one, should be the first search you try as it yields the best results. Type in the Subject's SSN in the SSN field. It is not necessary to type the hyphens.

Even though SSNs are the most reliable identifier for an individual, they are not 100 percent dependable because some records may not contain a subject's SSN. Therefore, a record for an individual may not appear when searching using SSN only. Conducting a second search using Name and State provides additional coverage.

SEARCH BY LAST NAME

Type the Subject's Last Name in the Last Name field, then CLICK on the Search button. If more records are returned than are practical to review, refine your search as described below.

SEARCH BY DOB AND FIRST NAME

Type the Subject's full DOB and First Name, then CLICK on the Search button. If more records are returned than are practical to review, refine your search by adding a State, County, City and State, or Zip Code.

SEARCH BY ADDRESS

For an address search, the City and State fields are required, but no name is required. To search all houses on a street in a certain block, enter the block number and an asterisk (*). For example, to search the 1200 block of Main Street, type "12* Main St." Note that a search of the 100 block (1*) will also match addresses in the 1000 and 10000 range. If you are unsure of the exact address, you can perform an address range search by using a colon (:) or a comma (,). For example, to search for everyone between 120 Main Street and 327 Main Street, enter "120:327 Main St." or "?120,327 Main St.?"

SEARCH BY TELEPHONE NUMBER

Type a telephone number. You may search by a telephone number with or without the area code. If you do not know the area code, you can search using only the seven digit telephone number with or without the State.

REFINE A NAME SEARCH

Adding criteria not already used, such as first name, middle name or initial, DOB, city, county, state or ZIP code, refines a search. The more criteria you provide the more precise (narrow) the results will be.

Keep in mind that some records may not contain a middle name or initial, so providing one could eliminate records you may want included.

If you are unsure of the subject's proper first name, try using a variation of the name.

A DOB may be entered in several formats: mm/yyyy, mm/dd/yyyy, or yyyy alone.

For Example:

- 1). Month and Year: (04/1963)
- 2). Month, Day and Year: (04/23/1963)
- 3). Year Only: (1963)

Remember that some records do not contain DOB and will be excluded.

TOO MANY RECORDS FOUND

If your search returns the following message:

Search completed. Too many records found. There was No Charge for this search.

Try narrowing the list of results by adding search criteria.

If a list of results is displayed but more records were returned than are practical to review, try narrowing the list of results by adding search criteria.

NARROW LIST OF RESULTS

If your search returns a long list of results, we recommend adding the following criteria, if known, in this order:

1. **First Name or First Initial** - If you are not sure of the entire first name, type an initial or the first few letters in the First Name field. If you are not sure of the subject's proper name, try using a variation of the name.
2. **State** - Entering a state narrows the results to subjects living in that state.
3. **City** - Entering a city, in addition to the state, further narrows the results to subjects living in the specified city and state.
4. **County** - Entering a county and state, further narrows the results to subjects living in the specified county. If you just enter the county name, the results will include subjects living in the requested county for all states.
5. **Middle Name or Initial** - If your results return multiple listings with the same first and last name, add the Subject's

middle name or initial. Remember that some records do not contain middle names or initials and will be excluded.

EXPAND LIST OF RESULTS

If too few or no results are returned, loosen the criteria by removing the most precise or uncertain criteria (e.g., middle name or initial, date of birth, city).

FIND A SUBJECT IN THE DISPLAYED LIST

Identify the number of unique persons by examining the SSNs. For each individual, examine their records to determine if the displayed age, geographic regions, middle name or initial, or first name fit what is known about the Subject. CLICK on the SSN of an individual you believe to be the Subject to get the optimal set of results.

FIND OTHERS WHO MAY BE LIVING WITH A SUBJECT

You can enter a known address in the search fields to display all the people who live at an address.