## How to Generate a Mailing List - 500' of the Short-Term Rental

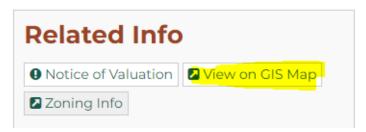
Navigate to <a href="https://www.larimer.org">https://www.larimer.org</a> Click on **Property Search** 

Search for Property by filling in the Address Number and Street Name



## **Click Find Property**

In the Property Details pop-up, click View on GIS Map under Related Info



In the Parcel details, click the icon for Mailing List (Envelope with magnifying glass)



Enter **500** in the Distance (ft) box, click **Continue**, then click **Generate Labels** You can now choose to download the mailing list in .pdf or .xls format