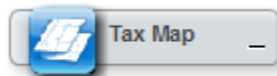


Printing Portions of Tax Maps

The following paper will explain the step-by-step process that allows a user to print a section of the 2ftx3ft tax maps to a letter or legal-sized printer from anywhere in the world.

1. Access the Westmoreland County GIS Tax Map viewer (www.wcgis.us)
2. Click the Picture for the "Tax Map" tool along the right-hand side of the screen



3. A dialogue box appears

A dialog box titled "Tax Map" with a blue icon of a document with a printer symbol. It contains the text "Download tax map sheet per municipality" and three dropdown menus: "Select Municipality:", "Select Map Sheet:", and "Select File Extention:". Below the dropdowns are two buttons: "Create Map" and "Clear".

4. Using the drop-down menus, select the appropriate tax map sheet that you wish to view

A dialog box titled "Tax Map" with a blue icon of a document with a printer symbol. It contains the text "Download tax map sheet per municipality" and three dropdown menus: "Select Municipality:" with the value "GREENSBURG", "Select Map Sheet:" with the value "10-02-15-03", and "Select File Extention:" with the value "PDF". Below the dropdowns are two buttons: "Create Map" and "Clear".

5. Click "Create Map". The website will now begin generating an official 2ft x 3ft Tax Map Sheet. This will take a few moments.

6. Click the results once they appear

Click on the map result below to download the map

Download Map ID	Status
GREENSBURG-10021503-PDF	Ready

7. The Tax Map PDF will now open up in your default PDF viewer
8. Right Click and choose “Marquee Zoom” which lets you draw a box around a portion of the map that you wish to zoom into. Make sure that your computer monitor looks the way that you’d like your printed map to look.
9. Find the Print button, or click File > Print.
10. Make sure that you select “Current View”. Print.

Pages to Print

All

Current page

Pages

▼ More Options

Current view

Odd or Even Pages:

Reverse pages

Should you have any questions, feel free to contact Anthony Pologruto (apologruto@co.westmoreland.pa.us / 724.850.6888).