Ordering Process

ERIS

1 SEARCH
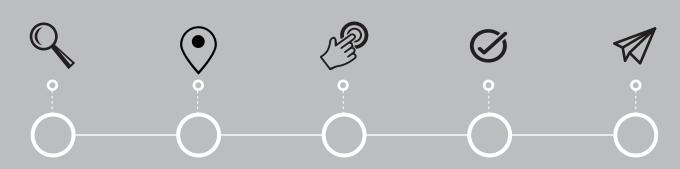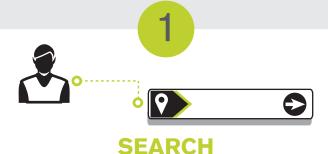
On the ERIS Order Site (https://order.erisinfo.com), enter the property information in the upper left corner. You can also enter the lat/long or search by Parcel ID number.

2 BOUNDARIES

Once the property is located you can double click on the tax parcel layer to select the property boundary. You can also click on other adjoining parcels and add them to the order if they are part of your transaction. If you need to select non-contiguous properties use the tool bar on the right hand side to draw your boundary.

Be sure to click the checkbox to confirm the boundary you've selected.

3 SELECT PRODUCTS/PACKAGE

- Once you are happy with the location and boundary, click **Packages/Products** in the lower right corner.
- Select the package or products a la carte that you require; select from your **Custom Packages** if available.
- For **City Directories**: ensure you enter the appropriate number of streets that come with your package; additional streets are $25.
- Click **Project Summary**.

4 ADD TO CART

Enter project name, a contact person's name if ERIS has questions, and contact email addresses where notifications should be sent when the reports are complete.

Click **Add to Cart** in bottom right corner.

5 VERIFY AND CONFIRM

When on **My Cart Page**, verify that your order information looks correct. You can make edits on this page if necessary. When happy with the order, scroll down and click **Place Your Order.**

You will receive a confirmation of your order and see a summary on the 'My Orders' page of the order site.

You have now successfully completed the ordering process! If you have any questions or require assistance, contact your **Regional Account Manager**, or **chat live** with us at **erisinfo.com** between 8 am and 8 pm EDT.

Thank you for trusting ERIS with your business!

ONE-STOP SHOP FOR ENVIRONMENTAL PROPERTY DUE DILIGENCE

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