



eVault LA Quick Search Guide

Welcome to eVault LA! This site is best viewed with **Google Chrome, Microsoft Edge or Firefox browsers**. This guide is designed to be a quick start review to have you quickly searching and on your way to finding your desired documents.

Let's Search!

Click on My Parish Searches in the left navigation to view a list of your active subscriptions. If you show no active subscriptions click on Parish Search Catalog to purchase one for your desired Parish.

[Need a subscription?](#)

From your active subscriptions, select the record type you want to search.

The screenshot shows the 'My parish searches' page. The left sidebar contains a 'MAIN MENU' with 'Welcome', 'eRecording', and 'My Account'. Below that is 'PARISH SEARCH' with 'My Parish Searches' (highlighted), 'Parish Search Catalog', and 'Other Parishes'. Further down are 'SHOPPING CARTS' and 'UTILITIES'. The main content area shows a table of 'Active subscriptions' with columns for Name, Type, Began, and Expires. The first row is for 'Ascension Parish' with a 'Daily' type, starting on 'Wednesday, March 18, 2020' and ending on 'Thursday, March 19, 2020'. Below the table is a search bar with a magnifying glass icon. Callouts explain that 'My Parish Searches' shows active subscriptions, clicking the magnifying glass leads to the parish's Land Record Search, and a second search leads to the case management system. A 'Pro Tip' states that a subscription must be purchased first. The footer includes the Louisiana Clerks' Remote Access Authority logo and contact information.

Name	Type	Began	Expires
Ascension Parish	Daily	Wednesday, March 18, 2020	Thursday, March 19, 2020

Important Note: Search is for documents verified through the date shown. Documents still being processed by the clerk can be found by clicking **Day Book** in the upper right side of grid.

[DAY BOOK](#)

See your Search Results and Refine your list

After selecting “Ascension Parish eVault LA Land Records” for your search, the Search page appears allowing you to enter search your criteria. You can also search by Grantor or Grantee.

The screenshot shows the Ascension Search interface. On the left is a navigation menu with sections: MAIN MENU (Welcome, eRecording, My Account), PARISH SEARCH (My Parish Searches, Parish Search Catalog, Other Parishes), SHOPPING CARTS (Subscriptions Cart, Purchasing Cart), UTILITIES (Verify eCertified Document), and EXTERNAL LINKS (Statewide Portal, eFileLA). The main search area has a search bar with 'Ascension Search' and a 'DAY BOOK' button. Below the search bar are filter fields: Entity/Last Name (SMITH), First Name, From Date, To Date, Instrument # (Book/page), and Description. There are radio buttons for Grantors (selected) and Grantees. A 'Facets' section shows checkboxes for Document Type: MTG (786), JUDG (212), (202), and CANCEL (199). A 'Search Parameters' sidebar lists instrument numbers: 161705, 171591, 171728, 187660, 150991, 153776, 154734, 156126, 157907, 157908. A table of search results is displayed with columns: Instrument #, Date, Book, Doc Type, Grantor, Grantee, Description, and Book/Page. A callout box says 'Pro Tip - Click on this arrow to collapse the filter and see more facets' pointing to a chevron icon. Another callout says 'Enter your search criteria here' pointing to the search input field. A third callout says 'Click the line item to view details of your search results' pointing to a row in the results table. A fourth callout says 'Facets help you narrow down your results' pointing to the facets section.

Find it Fast with Filters and Facets

Filters allow you to specify your search criteria. Start searching with just a **Name** and continue from there. You can add **beginning** or **ending dates** as well as search by **instrument number**. To search by **book and page** please enter a **three digit book** with a **four digit page** i.e. (555/8888).

Facets allow you to drill down and view more specific details about the document. The checkboxes allow you to select Facets relating to Book Type, Document Type or even if it's a Cancelled document.

This screenshot shows the search filters and parameters. The search bar contains 'Ascension Search'. Below it, a disclaimer states 'Documents verified for accuracy through: 3/19/20'. The filter section shows 'Filters (2382 results in 0.159s)' with a chevron icon. The search criteria are: Entity/Last Name (SMITH), First Name, From Date, To Date, Instrument # (Book/page), and Description. There are radio buttons for Grantors (selected) and Grantees. The 'Facets' section is visible at the bottom. The 'Search Parameters' sidebar lists instrument numbers: 161705, 171591, 171728, 187660, 150991, 153776, 154734, 156126, 157907, 157908.

This screenshot shows the 'Facets' section. It has a 'SEARCH' button and a 'CLEAR' button. The facets are: Book Type (MOB (1000)) and Document Type (MTG (402), JUDG (98), CANCEL (93), (85), PAR/RL (30), TAX LIEN - IRS (21), CR SALE (19), S/A (17), AGREE (14), BOND (14), CR/S (14), ASSIGN (13)).

Facet Pro Tip:

The Document Type facet displays the record with the most documents first.

Search Pro Tip:

You can sort your search results. Click on the header of column to give it a try.

Click on your desired document which opens for viewing in a new tab

Details for 171728 View Image (1 Pages)

Recorded Date	Document Date	Document Type	Book/Page
01/02/1980			283/0149
Amount	Cancelled	Cancelled Date	Cancel Document
.00	No		
Book			
MOB			
Description			
ACCEPTANCE			
References			
Instrument #	Type	Recorded	Remarks
Grantors		Grantees	

Each Search link will provide for searching of documents, as well as viewing details and images. Image copies can be purchased by adding document pages to your Purchasing Cart.

Note: eVault LA Purchasing Cart is for Land record purchases only and is separate from parish Online Access Case Management.

IF you don't have one yet - buy your Subscription from the Parish Search Catalog

NOTE: If you already have a subscription through Ascension Online Access, you do not need to purchase another subscription. Simply contact kcarbo@ascensionclerk.com provide your email address and your subscription will be added in 24 hours.

Find the parish of interest and select the desired subscription level from the drop-down box. Click "Order Now" to purchase your subscription.

<div style="text-align: center; font-weight: bold; color: #4F81BD;">Ascension Parish</div> <p style="font-size: small;">Ascension Parish eVault LA Land Records</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">24 Hour Access ▾</div> <div style="display: flex; justify-content: space-between; align-items: center;"> Order Now More info </div>	<div style="text-align: center; font-weight: bold; color: #4F81BD;">Rapides Parish</div> <p style="font-size: small;">Rapides Parish eVault LA Land Records</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">24 Hour Access ▾</div> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px; background-color: #ADD8E6;">24 Hour Access</div> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px; font-size: x-small;">1 Month Access</div> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px; font-size: x-small;">3 Month Access</div> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px; font-size: x-small;">6 Month Access</div> <div style="border: 1px solid #ccc; padding: 2px; font-size: x-small;">1 Year Access</div> <div style="display: flex; justify-content: space-between; align-items: center;"> Order Now More info </div>	<div style="text-align: center; font-weight: bold; color: #4F81BD;">St. Tammany Parish</div> <p style="font-size: small;">St. Tammany Parish eVault LA Land Records</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">24 Hour Access ▾</div> <div style="display: flex; justify-content: space-between; align-items: center;"> Order Now More info </div>
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Complete your Subscription Purchase

The Subscriptions cart allows you to make an Immediate purchase. You can add your payment method at this time, or you can add a Payment Method under My Account.