



**Debra DeBerry**  
Clerk of Superior Court  
DeKalb County, GA

# FANS

Filing Activity Notification System

## PROPERTY FRAUD REGISTRY

Debra DeBerry Clerk of Superior Court, DeKalb County, GA along with The Georgia Superior Court Clerk's Cooperative Authority (GSCCCA) is pleased to offer the Filing Activity Notification System, **FANS**, providing Georgia citizens with tools to monitor activity regarding their property and records.

FANS is a free, voluntary, opt-in program that can be used to send electronic notifications of filing activity to individuals who create notifications in the system. The notifications generated by this system are not guaranteed to be accurate or complete, and use of the system is subject to an acknowledgment of these conditions. You'll need an email or phone number to confirm your account.



To get started, go to <https://fans.gsccca.org> or scan below and follow the prompts. If you are registered with the previous Property Fraud Registry, you will need to register again.

**OPEN CAMERA TO SCAN**



**CLERK OF SUPERIOR COURT  
DEKALB COUNTY COURTHOUSE  
556 NORTH MCDONOUGH STREET  
GROUND FLOOR  
DECATUR, GA 30030  
404-687-3812**



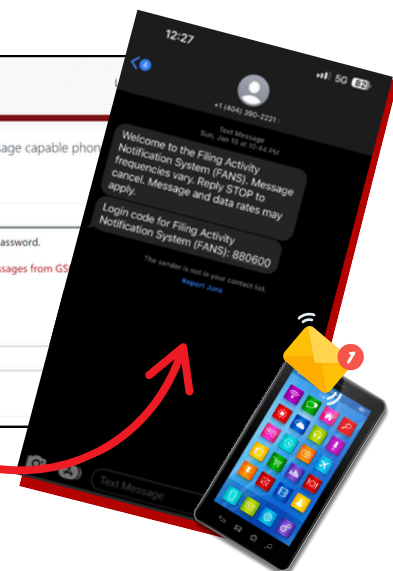
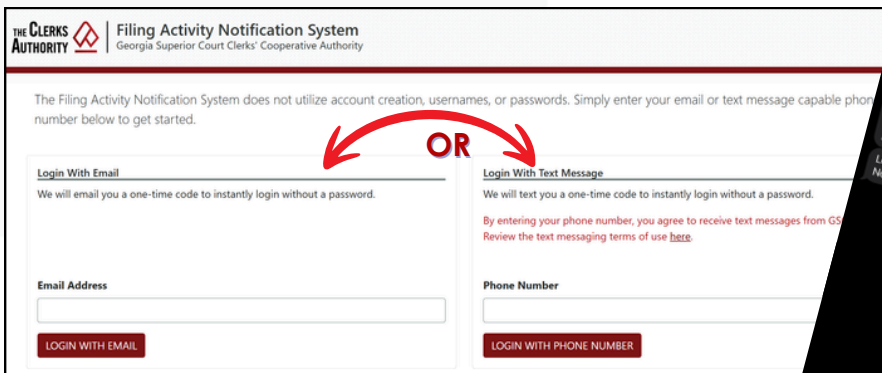
Depending on your method of registration, you will need a computer or phone to access a confirmation email or text message.

**Step Two**

Chose the method you wish to use to register:

**Email or Text Message**

Future alerts will be sent to the email or text number you used to register.



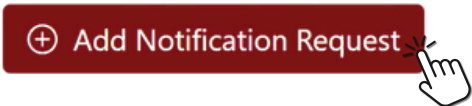
**NEXT:**

**You will receive a text message with a login code to confirm your registration.**

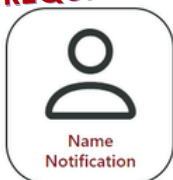
**Step Three**

**Agree to the Terms of Service and continue to choose the type of Notification Request.**

You must register by NAME. However, you may register all three, Name, Address and Document Type.



**REQUIRED! Name of the Property Owner(s)**

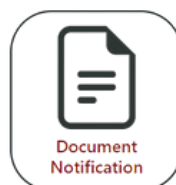


First Name uses a starts-with match-type which searches for first name records beginning with the specified characters. Last Name uses an exact match-type which searches for last name records containing ONLY the specified characters entered. You can monitor all Georgia counties or a specific county.



**Property Address** (Recommended)

Monitors addresses in either filed Transfer Tax (PT 61) declaration data or Uniform Commercial Code (UCC) data. This is the only data the GSCCCA received with Address information. You can register a residential property in any county in Georgia.



**Document Type** (Less Common)

Document notifications are only generated for Real Estate, Lien, and Plat requests when the book and page reference found in an applicable document has been indexed by the Clerk of Superior Court and transmitted to the GSCCCA.

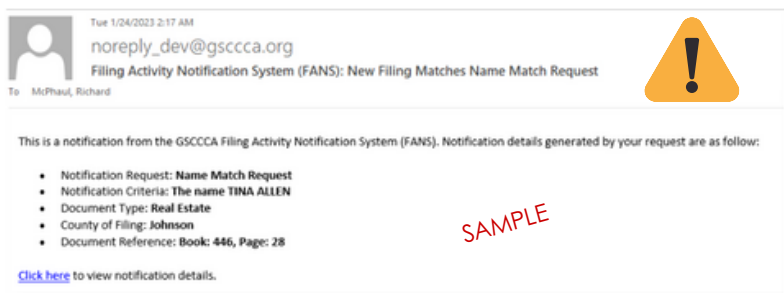
FANS monitors the Real Estate, Lien, Plat, Transfer Tax Declarations (PT-61) and Uniform Commercial Code (UCC) indexes.

**Step Four**

Enter your Name, Address and All Counties of a Specific County To complete the registration process. To add additional notifications, select "Add Notification Request".

**Notification**

**When a criteria match is found, a notification is sent via email or text message.**



SAMPLE



**Keep Your Account Active**

You will need to log into the FANS system at least once a year to keep account active.

**GSCCCA Help Desk number  
1(800)-304-5175**