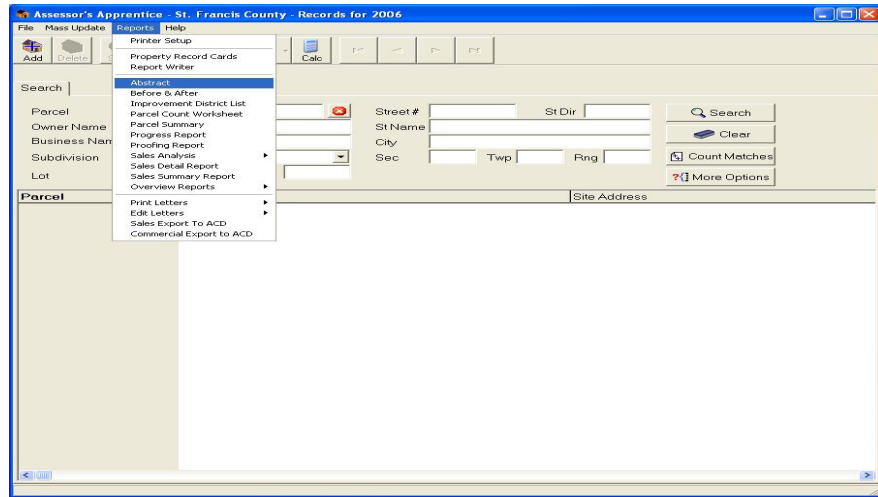


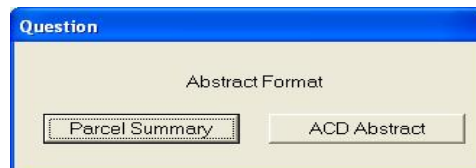
Running the ACD Abstract

Each year, the Assessor's Office is required to submit valuation numbers to ACD, in an approved format. These numbers can be acquired from the ACD Abstract. Select the following options from within the Assessor's Apprentice to run this report:

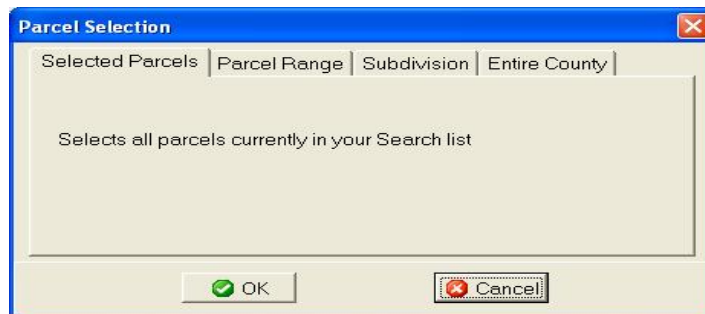
From the *Reports* menu, select *Abstract*



Select the *Abstract Format*



Choose how to filter your report.



At this point, the report will begin processing. When the report prints, each total will have a label signifying which box on the ACD Abstract form should be filled with that total. As there are some totals required for the ACD Abstract that are beyond the scope of the Assessor's Apprentice, not all boxes are accounted for on this report. Those totals will need to be gathered by the county.