

1. Click on "Access the Public Portal"
2. Then, find and click on **Search for Boilers** under the **Boiler Safety Section**.

IMPORTANT: Be sure to search under the **Boiler Safety Section**

3. After the search engine screen opens, you should enter the numbers of the address ONLY (less info is best on this search engine screen) **Leave everything else blank.**

NOTE: This numerical address is where the boilers are located

4. Go to the County drop-down menu and select the location's county –then, select **SEARCH**.
5. In most cases, this bring up the boilers at that location and you can click the blue file numbers to obtain information specific to that boiler.