Real Property Notification System (RPNS)

User Registration & Sign-In Guide

Overview

The Real Property Notification System (RPNS) is a voluntary service offered by the Maryland Judiciary that allows property owners to receive electronic notifications when certain real estate and personal property records are filed with, indexed, and transmitted by Clerks of the Circuit Court throughout Maryland.

Notifications are forward-looking; you will only receive alerts for documents filed after you complete registration. This guide walks you through the complete sign-in process.

How to Access RPNS

Visit the RPNS website (https://rpns.mdcourts.gov). The system does not use usernames or passwords. Instead, you log in using a one-time verification code sent to your email address or mobile phone.

Sign In

Option A - Login with Email

1. Enter your email address in the Email Address field.
2. Click LOGIN WITH EMAIL.
3. Check your inbox for a message from DoNotReply@mdcourts.gov with the subject "Login Code for Real Property Notification System."
4. The email will contain a 6-digit code (e.g., 947861). Enter this code on the Verify Code screen and click VERIFY CODE.

Option B - Login with Text Message

1. Check the consent checkbox agreeing to receive SMS notifications from Maryland Judiciary/RPNS.
2. Enter your mobile phone number in the Phone Number field.
3. Click LOGIN WITH PHONE NUMBER.
4. You will receive a text message with a 6-digit code (e.g., 250131). Enter this code on the Verify Code screen and click VERIFY CODE.

Note: *The verification code expires quickly. Enter it promptly after receiving it.*

Setup Steps

Step 1	**Terms of Use** Review and accept the RPNS Terms of Use.

After signing in for the first time, you will be presented with the Real Property Notification System Terms of Use. Read through the terms carefully.

By requesting any notifications, you acknowledge and agree that:

- You will only use this system to establish requests for notifications related to property you own or on behalf of an individual who has authorized you to request notifications.
- You will not use this system to create notifications for research, fraud, harassment, stalking, or commercial purposes.
- All notifications generated by the system are entirely dependent upon index data entered and transmitted by the Clerk of the Circuit Court in the county of filing. Notices are not guaranteed to be comprehensive, accurate, complete, or current and are not official Court records.
- Documents not indexed and transmitted by the Clerks of the Circuit Court may be filed that contain references relevant to your property. You will not receive notifications in such instances.
- No notifications will be generated until you create at least one notification request. Registration alone will not generate any notification.
- You are solely responsible for the notification request criteria settings you enter, which are used by the system to generate notifications.
- Notifications will only be generated for applicable documents filed with a Clerk of the Circuit Court following the date you create the notification request. No notifications will be generated for documents filed prior to that date.
- You will create only a single account using a single email address and/or phone number for the purpose of receiving applicable notifications.
- Users are limited to a cumulative total number of requests as determined by the Maryland Judiciary, which may review and revise the notification policy from time to time without notice other than posting on its site.

Click ACCEPT to proceed, or DECLINE AND LOGOUT to exit without registering.

Step 2	**Basic Information** Enter your name and organization.

Enter basic account information on the next step.

- First Name (required)
- Last Name (required)
- Company/Organization (optional)

Click CONTINUE when finished.

Step 3	**Add Registered Property** Search for and register your property.

This step allows you to register a property so you will receive notifications when related documents are filed.

Select County and Search Method

Use the County dropdown to select the Maryland county where your property is located.

Then choose a Search Method:

- Street Address - search by street number and street name
- Property Account Identifier - search using the property's account ID number

Click CONTINUE.

Property Account Identifier

If you selected the Property Account Identifier search method, enter the requested identifier pieces.

Click SEARCH PROPERTY

Street Address Search

If you selected the Street Address search method, search for your property by entering only the street number and the street name — do not include directional prefixes (N, SW) or street type suffixes (ST, AVE, RD).

Example: For the address "1234A N Lake Shore DR SW" — enter 1234 in Street Number and Lake Shore in Street Name.

> **Note:** *If your property does not have a street number, check the "My property does not have a street number" box and enter only the street name.*

Click SEARCH PROPERTY.

Select Your Property

If multiple properties match your search, a list will be displayed showing:

- Property ID
- Address
- Legal Description 1 & 2
- Map and Parcel numbers

Click the SELECT button next to your property.

Confirm Registered Property

After entering a Property Account Identifier or selecting your property from the address search, review the selected property details displayed on the Confirm Registered Property screen:

- Account ID
- Full Address
- Legal Description
- Lot, Map, Grid, and Parcel information

You may optionally enter a User Description to help you identify the property in your account.

Click CONFIRM PROPERTY to complete registration.

Setup Complete

Once your property is confirmed, you will see the Notification Dashboard with a confirmation message: "The setup process is complete."

Your dashboard will display:

- The number of properties registered for notifications
- Most Recent Registered Properties — a table listing your registered properties with Account ID, County, date registered, and description

Managing Your Account

From the top navigation bar, you can access:

- **Dashboard** — View notification activity and registered properties
- **Properties** — Register additional properties or manage existing registrations
- **My Account** — Edit your name, login method, and notification preferences

Important Notes

- Notifications are forward-looking only. You will not receive alerts for documents filed before your registration date.
- The system depends on data entered by the Clerk of the Circuit Court. Notifications are not guaranteed to be comprehensive, accurate, or current.
- RPNS notices are not official court records.
- Consent to SMS notifications is not required — email notifications are always available.