



Valuation Services Client Portal Valuation Rolls & Deliverables

What is covered in this quick reference guide?

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Using the Files Table

1	Navigate to the Valuation Rolls & Deliverables page by clicking on the Valuation Rolls & Deliverables tab . The Files table is at the top of the Valuation Rolls & Deliverables page.	Files Valuation Rolls & Deliverable
2	The Files table lists the files uploaded by Landgate for your organisation relating to valuation rolls and other Valuation Services' deliverables.	Valuation Cols & Deliverables Home Property Search Property Summary Land Summary Valuation Rols & Deliverables Image: Search Property Summary Land Summary Valuation Rols & Deliverables Image: Search Files Image: Search Deliverable Type Image: Search Image: Search Image: Search Deliverable Type Image: Search Image: Search Image: Search Roll
3	Use the Filter List field to filter the Files table by different deliverable types .	Filter List All Deliverable Types All Deliverable Types Activity Report (WB) Data Supply/Report ESL Report (DFES Roll 2) Letter (Delivery of Roll)
File List All Del File Nam	is verable Types ▼ o Deliverable Type ↑ Dete / Time Saved Letter 20032025, 1389.07 Deliverable Type ↑ ✓	 Sort by a column in the Files table by hovering over a column's header and clicking on the black arrow that appears. Continued on the next page



Filter List All Deliverable Types File Name †	▼ Deliverable Type		
All Deliverable Types	▼ Deliverable Type		
file Name ↑	V Deliverable Type		
	there type	Date / Time Saved	~
	Roll	20/03/2025, 13:57:38	±.
	Letter	20/03/2025, 13:59:07	4
	Page 1 of 1 2	Records	
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Each file can be **downloaded for viewing** by clicking on the **Download icon**.

Deliverable Notifications

	Landgate
Landate	Home Profile
Home Profile	My Profile
Edit Dotails	Edit Details
First Name	
Receive New Delive	rable Email
Organisation	
Phone	

You will receive a **notification via email** when a **new deliverable** has been uploaded by Landgate if you have enabled **Receive New Deliverable Email** in your **profile settings**.

Note: Refer to the Logging in and Managing Your Profile QRG for more information on updating your profile.