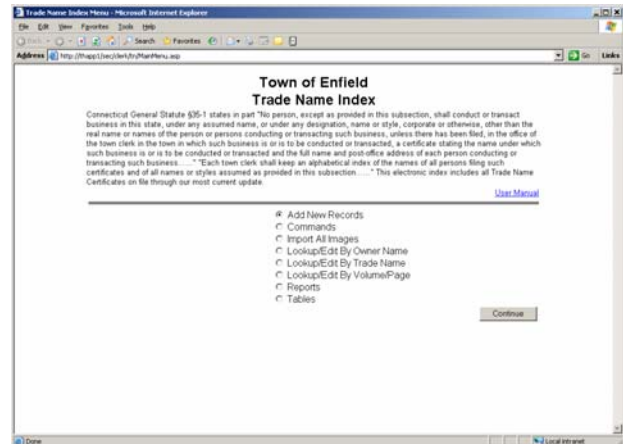


# Trade Name Index Information Sheet

## Overview

The Town Clerk staff has a new web browser interface to manage, search and report on the Trade Name Index. Trade Name records are managed using ADMINS for Windows and are searchable by Owner Name, Trade Name or by Volume and Page.

The Trade Name Index application is the Town's index to volume and page information regarding the file location of Trade Name Certificates and cancellations for Enfield businesses. Trade Names and cancellations are alphabetically indexed by Business Name and Owner Name. [Connecticut General Statute §35-1](#) states, "Each town clerk shall keep an alphabetical index of the names of all persons filing such [business] certificates...."



This web-browser-based application benefits the Town Clerk by reducing staff training requirements, simplifying process steps, and maintaining system performance and data integrity. The project provides a business continuity function for the Town Clerk by converting a core application to a Windows/Web platform. To meet the security challenges of current web application development, the IT Department established new security and integration standards for use with Admins for Windows that will support additional application migrations.

## Highlights

- Fully-functional web browser user interface
- Retains all search, reporting, and maintenance functionality provided by the application
- Town Clerk staff is able to respond quickly to citizen requests for indexed information
- Simplified process and training requirements for Town Clerk staff
- Multi-layered web application security model established and implemented
- Migration of a legacy software application from OpenVMS to Windows

## Interaction with Other Systems

- The Trade Names Index application is implemented as part of a core of indexing applications used by the Town Clerk.

## Project Details

- Project #: 06-45
- Finalization/Delivery Date: June 30, 2006