

Durham County Library

Reference USA

The ReferenceUSA database contains detailed information on more than 14 million U.S. businesses, 210 million U.S. residents, and 855,000 U.S. health care providers.

Access: NC LIVE password (call 560-0110 or email librarywebmaster@durhamcountync.gov for current password)

Search Options:

First, click on the appropriate category for which you are looking:

U.S. Businesses (both private and public)

Corp Tech (High Tech Companies)

Health Care (Doctors and Dentists)

U.S. Residential (Household phone listings)

Quick Search (for Business):



- Use this option to look up information about a business if you know the business's name and/or phone number.
- Enter information in any or all of the following boxes: Company Name, City, State and/or Phone (10 digits).
- Click on Search Now!
- Click on help in the upper right hand corner for more assistance or come over to the Reference Desk.

Custom Search:

- This is the search to use to find businesses by type, location, size, executive name, ticker symbol, SIC code, NAICS code, headquarters, branch, publicly held companies and companies with foreign parents.
- Click on the Custom Search tab.
- Check off each box for all of the criteria for which you want to search.
- Click on Create Search Form.
- Your form will pop up and you will fill in the information to do your search. For example, if you are searching by county you would put in the name of the county you want to search. If you were searching by yellow page heading, then you would enter the type of business for which you are searching.
- If you are doing a yellow page search, the next page may contain more specific search options.
- If you click on an item from either the Exact Matches or the Related Matches box, it will appear below in the Selected Choices box. These are the categories you will be searching.
- To deselect an option, click on the title in the Selected Choices box.
- Select the information and click Search Now!
- In the left-hand column you will see all the possible criteria to search, and which criteria you have selected. To quickly change your form, uncheck the current criteria that you don't want and click the boxes next to the criteria you want to add. Click New Search Form to get a new form.
- Click on help in the upper right hand corner for more assistance or come over to the Reference Desk.

Retrieval Options:

Results:

- You will now see a list of businesses that match your criteria. To view the detailed information about a business, click on the name of the company.
- Note the column on the right-hand side labeled Linkage. Linkage shows the ownership of the companies.
- Click on  to see the parent or owning company of a business.
- Click on  to see the branches or businesses owned by that company.

Print:

- Select the records you wish to print. You are limited to 15 records per print.
- Click on Print.
- Select Summary if you want only the name, address and phone numbers that are on the results page.
- Select Detailed if you want all of the information about the company contained in each record.
- Click Print.
- The printer screen should pop up. Click Print again.
- Ask one of the librarians if you have trouble printing.

Download:

- Select the records you wish to download or select All if you want all of the records on this page. There are 25 records per page and you may only download 15 at a time.
- Click on Download.
- File Format is the form in which you want your information.
- Comma-Delimited can be easily read by most spreadsheet and database software, such as Access or Excel.
- Both Fixed Length and Tab Delimited will download as text files. Tab Delimited is probably the easiest to read if you are using Notepad on Windows.
- Click Download.
- Select either Open to view the file now or Save to save it to disk.
- If you need to download another page of records, be sure to select None on the first page or you will download the same page again.

If you need more help, please ask a librarian at the reference desk or call 560-0110. We are here to help you.