

Transaction Search FAQ

Last Modified on 09/04/2026 11:15 am EDT

The Transactions page searches by name and filters by any field, across every status. Answers to the common questions about what the search box covers, filtering by status, and searching from anywhere.

What does the search box on the Transactions page look through?

Address, MLS, Agent, Seller, and Buyer. Enter all or part of your term and Pipeline returns every transaction where it appears in any of those fields. See [Transaction Search](#).

How do I filter by status, side, or close date?

Use More Search Options. Click [Search] at the top of the Transactions page to expand the advanced search area, then set criteria for any field — side, status, close date, and more — and combine them for a targeted list.

Does searching include closed and expired transactions?

Yes — searching always spans every status. Any search on the Transactions page looks across active and inactive transactions alike, so closed, expired, and canceled deals show up right beside your live ones.

Can I search all my transactions from anywhere, not just the Transactions page?

Yes, with the account-wide search tools. The Transactions page narrows the list in front of you; a separate, account-wide search reaches any transaction you can access from anywhere in Pipeline. That article is on the way.

Can I save a search I run all the time?

Yes — saved searches are part of the account-wide search tools. Once those tools are documented, you'll be able to keep a search you run regularly and return to it in a click. Look for that article soon.

Can I download what I searched for?

Yes, if you're an admin. After you search and sort, click [Download], choose displayed columns or all fields, and click [Download Search] to get a spreadsheet of the results.

Learn More

Narrow the Transactions page to exactly the deals you need — search by name, filter by any field, sort the result, and download it.

See [Transaction Search](#)

Still Have Questions?

Didn't find your answer above? Email us at help@paperlesspipeline.com and we'll help.
