RECORDING REQUESTED BY:

_____

AND WHEN RECORDED MAIL TO:

_____
(Name)

_____
(Street Address)

_____
(City, State, and Zip)

SPACE ABOVE THIS LINE FOR RECORDER'S USE

CALIFORNIA MECHANICS LIEN

(Claim of Lien - Civil Code Section 8416 and 8461)

The undersigned, _____ , claimant, claims a Mechanics Lien upon the
(Complete name of person or entity claiming mechanics lien. Contractors use name exactly as it appears on contractor's license)

following described real property: _____
(Street address and/or legal description, if available, where the work was furnished)

The sum of $ _____ , together with interest thereon at the highest legal rate per annum from _____
(Amount due on claim) (Date when amount of unpaid claim became due)

is due claimant (after deducting all just credits and offsets) for the following work, labor, services, equipment, and/or material

furnished by claimant: _____
(General description of work, labor, services, equipment and/or materials provided by claimant)

_____
(General description of work, labor, services, equipment and/or materials provided by claimant)

Claimant furnished the work and materials at the request of, or under contract with _____
(Your Customer)

The owner(s) or reputed owner(s) of the property if known and their addresses is/are: _____
(The name(s) of owner(s) of real property)

_____
(Address(es) of owner(s) of the property. This information can be obtained from the county recorder's office or the building department)

Firm Name: _____ By: X _____
(See instructions on next page for proper signing) (Signature of claimant or authorized agent)

_____
(Printed name of agent and title)

SAMPLE

NOTICE OF MECHANICS LIEN ATTENTION!

Upon the recording of the enclosed MECHANICS LIEN with the county recorder's office of the county where the property is located, your property is subject to the filing of a legal action seeking a court-ordered foreclosure sale of the real property on which the lien has been recorded. That legal action must be filed with the court no later than 90 days after the date the mechanics lien is recorded.

The party identified in the mechanics lien may have provided labor or materials for improvements to your property and may not have been paid for these items. You are receiving this notice because it is a required step in filing a mechanics lien foreclosure action against your property. The foreclosure action will seek a sale of your property in order to pay for unpaid labor, materials, or improvements provided to your property. This may affect your ability to borrow against, refinance, or sell the property until the mechanics lien is released.

BECAUSE THE LIEN AFFECTS YOUR PROPERTY, YOU MAY WISH TO SPEAK WITH YOUR CONTRACTOR IMMEDIATELY, OR CONTACT AN ATTORNEY, OR FOR MORE INFORMATION ON MECHANICS LIENS GO TO THE CONTRACTORS' STATE LICENSE BOARD WEB SITE AT www.cslb.ca.gov.

VERIFICATION

I, the undersigned, say: I am the claimant or agent of the foregoing Mechanics Lien claimant; I have read said claim of Mechanics Lien and know the contents thereof; the same is true of my own knowledge. I am authorized to execute this Claim of Lien. I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____ , 20_____, at _____, California.
(Date this document was signed) (Name of the city where this document was signed)

_____ X _____
(Printed Name) (Signature of the individual who verifies that the contents of the claim of mechanics lien are true)

PROOF OF SERVICE AFFIDAVIT

I, _____, declare that I served copies of the above MECHANICS

(check appropriate box) (a) ☐ By First Class Mail service, (b) ☐ By First Class Certified, (c) ☐ By Registered Mail service

postage prepaid, addressed to each of the parties at the address shown below to, _____
(Name and title of Owner or Reputed Owner)

at _____ on _____ , 20_____ at _____.
(Address) (Date) (Time)

I declare under penalty of perjury under the laws of the state of California that the foregoing is true and correct.

Signed at _____, California, on _____, 20____. X _____
(Name of the city) (Date) (Signature of person making service)

[ATTACH RECEIPTS OF CERTIFIED OR REGISTERED MAIL WHEN RETURNED]

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INFORMATION ABOUT MECHANICS LIENS

A Claimant who has a direct contractual relationship with the owner must record his/her Claim of Mechanics Lien after he/she has completed the work of improvement and within ninety (90) days after completion of all of the work, unless the owner records a Notice of Completion or a Notice of Cessation, in which case the Claim of Mechanics Lien must be recorded within sixty (60) days after recordation of the Notice of Completion or Notice of Cessation.

The claimant who does not have a direct contractual relationship with the owner can record his/her Claim of Mechanics Lien after he/she has ceased furnishing labor, services, equipment and/or materials, and within ninety (90) days after completion of the work of improvement, unless the owner has recorded a Notice of Completion or a Notice of Cessation, which in that case, the Claim of Mechanics Lien must be recorded within thirty (30) days after recordation of the Notice of Completion or Notice of Cessation.

A claimant who does not have a direct contractual relationship with the owner of the property, must as a prerequisite to the recording of a Mechanics Lien first serve a Preliminary Notice in compliance with California Civil Code 8100-8118, 8200-8216, 9300-9306 as amended.

This review covers only some of the basic time periods and requirements applicable to the recording of Mechanics Liens under California law. This review is not intended to give a comprehensive review of the very technical subject of Mechanics Liens. Therefore, if you have any questions as to procedure, consult a lawyer.

RECORDING INFORMATION

The claim of Mechanics Lien must be recorded in the county where the work of improvement is located. Check with the office of the county recorder where the claim of lien will be recorded for the correct fee. The recorder will not record a document unless it is accompanied by the correct fee.

SAMPLE

INSTRUCTIONS FOR SIGNING AND VERIFYING THIS FORM

Signature: If the claimant is a corporation, an officer or authorized agent should sign. If the claimant is a partnership, a partner or authorized agent should sign. If the claimant is a sole proprietorship, whether or not doing business under a fictitious name, the owner of the business or an authorized agent should sign. Refer to the following examples:

CORPORATION

NAME OF CLAIMANT: _____

BY: _____

SOLE PROPRIETORSHIP ***(Fictitious business name)***

NAME OF CLAIMANT: _____

BY: _____

PARTNERSHIP

NAME OF CLAIMANT: _____

BY: _____

SOLE PROPRIETORSHIP ***(Owner's name)***

NAME OF CLAIMANT: _____

BY: _____

VERIFICATION: This declaration is under penalty of perjury under the laws of the State of California. It does not have to be notarized. However, to be valid, the verification must contain the date it is signed and the signature.

This standard form is intended for the typical situations encountered in the field indicated.

However, before you sign, read it, fill in all blanks, and make whatever changes are appropriate and necessary to your particular transaction.

Consult a lawyer if you doubt the form's fitness for your purpose and use.

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