

# NOTICE OF INTENT TO LIEN - PRELIMINARY NOTICE (lin110) Service Invoice

## CUSTOMER INFORMATION

Customer Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

## DOCUMENT INFORMATION

General description of job - describe services provided, materials, equipment, work, etc.

Address of property that lien will be recorded against

Owners of property that lien will be recorded against

Mailing Address of Owners of Property (if different from above)

Name of Claimant

Address of Claimant

Amount of original Contract \$

Total amount of all changes/additions to contract \$

Total amount of all payments to date \$

Amount of Lien \$

Date payment was due according to contract

Special Instructions:

**NOTICE OF INTENT TO LIEN** - With regard to residential projects, everyone, including those in contract with the owner, must provide a 15 day notice of intent to lien prior to filing a notice of lien claim. A notice of intent to lien is a lot like a demand letter. It is a document mailed to the owner's warning that if payment isn't made, the claimant intends to file a mechanics lien.

Purpose of Mechanic's Liens. Mechanic's liens are legal documents that essentially reserve the rights of the filer to seek unpaid compensation. They are usually filed by contractors, subcontractors, or suppliers that never received payment for work that they performed or materials that they provided on the property.