

ABSOLUTE NOTICE

Toll Free Phone: (888) NTO-LIEN (888) 686-5436 | Toll Free Fax: (866) 719-9937

Attached is a packet that should be helpful should you find it necessary to file a lien.

First and foremost a lien is a SERIOUS legal document, which can have serious legal consequences for both the party filing the lien and the party receiving the lien. While there are general statutory guidelines involving liens easily available to the public, the validity of any individual lien can be fact dependent, and should you have concerns and/or or questions, you should seek the services of a qualified legal professional PRIOR to filing your lien.

Second the attached paperwork has been assembled using formats outlined in the Florida Statutes. It is provided as a guide, and in many cases can be filled out as presented, but as all liens are fact dependent, Absolute Notice Inc is not and cannot be held responsible for the correctness of the attached format for your specific situation. Absolute Notice Inc is not, under any circumstances, engaging in the preparing of lien documents, and/or rendering or providing legal advice and/or services. By utilizing any portion of this packet in any way, you agree to the above listed terms and hereby indemnify and hold harmless Absolute Notice Inc in accordance with the Customer Service agreement available on www.absolutenotice.com/terms.htm.

To utilize our Lien Assist service, simply fill out the attached paperwork, have it notarized and sign. Mail the original documents* back to us at the following address:

Absolute Notice Inc
3901 W. Barcelona St.
Tampa FL 33629

Be sure to include a check for \$85.00 to cover the recording of your document and the service of your lien via certified mail** to the appropriate parties. This also includes delivery of your document to the appropriate county office via trackable delivery (Certified Mail / FedEx). You may also include the attached credit card authorization form authorized for the appropriate amount. Your lien will be processed and sent out for recording the same business day it is received in our offices.

If you have any questions, please don't hesitate to call us at 888.686.5436.

*All counties in the state of Florida require original documents for recording purposes. This is why we require the original documents. You will receive these back once they have been recorded.

** Additional mailing services available for an additional fee.

WARNING, THIS LEGAL DOCUMENT REFLECTS THAT A CONSTRUCTION LIEN HAS BEEN PLACED ON THE REAL PROPERTY LISTED HEREIN. UNLESS THE OWNER OF SUCH PROPERTY TAKES ACTION TO SHORTEN THE TIME PERIOD, THIS LIEN MAY REMAIN VALID FOR ONE YEAR FROM THE DATE OF RECORDING, AND SHALL EXPIRE AND BECOME NULL AND VOID THEREAFTER UNLESS LEGAL PROCEEDINGS HAVE BEEN COMMENCED TO FORECLOSE OR TO DISCHARGE THIS LIEN

CLAIM OF LIEN

STATE OF FLORIDA

COUNTY OF _____

Before me, an officer duly authorized in the State of Florida, and the county aforesaid to take acknowledgements, personally appeared the lienor listed below, to me known to be the person described in, or has produced identification and who after being first duly sworn, deposes, and says that he/she is the lienor herein whose address is:

Lienor: _____

Lienor furnished labor and materials consisting of the following: _____

In accordance with a contract or agreement with _____

On the following real property in _____ County, Florida

Property Address: _____

Legal Description: _____

which is owned by: _____

A total value of: _____ of which remains unpaid: _____

For which amount the lienor claims a lien on the above-described real property. He/She further states that the lienor furnished the first of said labor, services, materials on: _____ and the last of same delivered on: _____.

Furthermore, the lienor served his/her notice to owner / contractor on _____ by certified mail, to the below listed parties: _____

Lienor's Signature

The foregoing instrument was sworn to and subscribed before me on this _____ day of _____, 20__
by _____ as _____

for: _____
NOTARY PUBLIC _____ MY COMMISSION EXPIRES:

Prepared by and Return To: _____

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LIEN ASSIST REQUEST FORM

Preparation Options initial in the space next to your selection		Service Option initial in the space next to your selection	
	Standard - \$85.00 Sent out same business day received.		Standard – Reg. & Cert. Mail
			Express Mail - \$20.00 per recipient
			FedEx Next Day - \$30.00 per recipient
Who referred you?		How did you hear about us?	

By signing below and submitting this form, you are hereby requesting Absolute Notice Inc to act as an authorized agent on your behalf to record and attempt to serve a Lien you have prepared, or have had prepared in accordance with Florida State Statutes. By submitting this request, you agree to the terms as listed on the most recently posted Customer Service Agreement displayed on www.AbsoluteNotice.com/terms.htm. In addition to those terms you specifically agree to the following:

1. You agree to waive all claims against Absolute Notice Inc for damages and/or loss which may be caused by an act of negligence, mistakes and/or inadvertence committed by Absolute Notice Inc, its officers, or employees for damages and/or loss in the connection with recording and forwarding of a Lien on your behalf. You further assume the risk of all acts associated with the filing, recording, and/or service of the Lien, and waive any and all rights and remedies at law or in equity it may have for breach of this agreement with Absolute Notice Inc.
2. You agree that you and/or your company, has provided the services/materials described in Lien, that you and/or your company provided these services/materials at the specific job site address listed on the Lien, and that your and/or your company is still owed money for the services/materials your provided at the specified address.
3. Any liability, which might arise from this request, will be limited to the cost of the Notice to Owner, not to exceed \$100.00. Absolute Notice Inc is not responsible for wrong addresses, typos, lost/misdirected/delayed mail.

FURTHERMORE YOU RECOGNIZE THAT ABSOLUTE NOTICE INC, AND ITS OFFICERS AND/OR EMPLOYEES ARE NOT ENGAGED IN RENDERING LEGAL ADVICE OR PROVIDING LEGAL SERVICES. IF YOU HAVE ANY QUESTIONS OR CONCERNS YOU SHOULD SEEK THE SERVICES OF A QUALIFIED LEGAL PROFESSIONAL BEFORE SUBMITTING YOUR REQUEST. BY SUBMITTING YOUR REQUEST YOU ACKNOWLEDGE THAT YOU HAVE HAD THE RIGHT AND OPPORTUNITY TO CONSULT WITH A QUALIFIED LEGAL PROFESSIONAL, AND THAT A FAILURE TO DO SO IS NOT THE RESPONSIBILITY OF ABSOLUTE NOTICE INC.

Signature	Date

Mail the completed document and appropriate payment forms to:

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CREDIT CARD AUTHORIZATION

By filling out this form, and sending it to us, you authorize Absolute Notice to use the following credit card information as payment for the amount listed below.

NOTE IF YOU ELECT TO PAY USING AMERICAN EXPRESS THERE WILL BE A \$5.00 SURCHARGE ADDED TO YOUR RECEIPT TO COVER THE COST OF SENDING YOU YOUR COPIES OF ALL DOCUMENTS VIA CERTIFIED MAIL WITH RETURN RECEIPT. THIS IS A REQUIREMENT OF AMERICAN EXPRESS TO MAINTAIN OUR STATUS AS A MERCHANT. WE APOLOGIZE FOR ANY INCONVENIENCE.

Credit Card Type:
Credit Card Number:
Credit Card Expiration Date:
Credit Card Security Code (3 digits on back of card for Visa/MC, 4 digits on front for AMEX):
Full Name on Card:
Project Name:
Amount Authorized:

Signature	Date

Mail the completed document and appropriate payment forms to:

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