

GRS

MECHANICS LIEN INFORMATION FORM

DEBTOR INFORMATION: (*Party owing you money*)

Debtor Name (business): _____

Debtor Address: _____

City: _____ State: _____ Zip Code: _____

Debtor Contact Name: _____ Phone: _____

JOB SITE INFORMATION:

Job Site Address: _____

City: _____ County: _____ State: _____ Zip: _____

First Ship / Work Date: _____ **Final Ship / Work Date :** _____

(NOTE: First & Last Shipment / Service dates must be provided!)

Is your Contract Oral or written? _____ Oral _____ Written (*must have signed contract/proposal*)

Is job / project ongoing? ___yes ___no || Is job **public** or **private** ? (circle one)

Name of General Contractor at site: _____

Name of owner of job site: _____

Address of owner: _____

City: _____ State: _____ Zip: _____

Name of financial institution funding the job site, (if available): _____

Is job site a multi tenant / dweller structure? ___yes ___no ___other _____

Is job site **new** construction or modification of **existing** structure? ___New ___Existing ___Not Sure

If Residential Property, is Owner currently residing at property? ___Yes ___No ___Not Sure

Original Contract Amount: \$ _____ Extras: \$ _____ Deletions: \$ _____

Total Value of Work / Materials furnished to Date: \$ _____

Payments to Date: \$ _____ Credits: \$ _____ Unpaid Balance \$ _____

Describe materials/service provided to debtor: _____

Describe circumstances surrounding delinquency: _____

Service Requested:

_____ Tract Search Only _____ Tract Search & Notice(s) Only _____ Mec. Lien Filing (Real Estate)
90 Day Notice / Contractors Notice

_____ Lien on Funds _____ Public Lien Against Bond _____ Federal Lien Against Bond
(Public Jobs)

_____ Preliminary Notice to Owner

_____ Letter of Intent to Lien

_____ 60 Day Notice to Owner

Used primarily to prompt payment ONLY! Does not meet Notice / perfection requirement of Statute

The undersigned does hereby authorize **GRS** to proceed with the above requested service. That undersigned has examined this document, and guarantees that the information provided is true and correct, and that undersigned is legally authorized to sign for:

Customer Name: _____

Signature: _____ **Date:** _____