

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name

Street Address

City & State

SPACE ABOVE THIS LINE FOR RECORDER'S USE

### MECHANICS' LIEN

The undersigned \_\_\_\_\_, claimant, claims a Mechanics' Lien upon the following described real property:

(COMPLETE NAME OF PERSON OR ENTITY CLAIMING MECHANICS' LIEN)

(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)

\_\_\_\_\_ is due claimant (after deducting all just credits and offsets) for the following work, equipment,

(DATE WHEN AMOUNT OF UNPAID CLAIM BECAME DUE)

and material furnished by claimant:

(GENERAL DESCRIPTION OF WORK AND/OR MATERIALS PROVIDED BY CLAIMANT)

Claimant furnished the work and materials at the request of, or under contract with \_\_\_\_\_

(NAME(S) OR ENTITIES OF WHO CONTRACTED OR ORDERED THE WORK OR MATERIALS FROM CLAIMANT)

The owner(s) and reputed owner(s) of the property and their addresses is/are: \_\_\_\_\_

(THE NAME OF OWNER OF REAL PROPERTY AND ADDRESS - THIS INFORMATION CAN BE OBTAINED FROM THE COUNTY RECORDER'S OFFICE OR THE BUILDING DEPARTMENT)

Firm Name: \_\_\_\_\_  
(SEE INSTRUCTIONS ON REVERSE SIDE FOR PROPER SIGNING)

By: \_\_\_\_\_  
(SIGNATURE OF CLAIMANT OR AUTHORIZED AGENT AND TITLE)

**SEE REVERSE SIDE FOR  
MECHANIC'S LIEN  
ADDITIONAL INSTRUCTIONS**

#### VERIFICATION

I, the undersigned, say: I am the claimant or agent of the claimant of the foregoing Mechanics' Lien; 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, under the laws of the State of California, that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_\_, at \_\_\_\_\_, California.  
(DATE OF SIGNATURE) (CITY WHERE SIGNED)

(SIGNATURE OF THE INDIVIDUAL WHO VERIFIES THAT THE CONTENTS OF THE CLAIM OF MECHANICS' LIEN ARE TRUE)

**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 their 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 20-Day Notice in compliance with Civil Code § 3097.

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.

**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 (Own Name)**

Name of Claimant: \_\_\_\_\_

By: \_\_\_\_\_

Verification: This declaration 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.