

## Questionnaire Regarding Liens

### **Client Information**

Legal name of company claiming the lien:

Company formation:  Sole Proprietorship  Partnership  Corporation

State of incorporation:

Current address:

County where office located:

Contact person and telephone number:

Who will sign the lien (preferably an owner, partner or officer of the corporation)?:

Title:

### **Contract Information**

Name of owner of the property:

Street:            City:            State:            Zip:

Current property owner(s) address if different:

Type of contract:

Original Contract Amount: \$

Extras: \$

Amount(s) Paid to Date: \$

Payment plan:

Waivers:

Please attach copies of any Agreements, Contracts, Invoices, Change Orders, Lien Waivers, Pre-Lien Notice and any other information that may be helpful.

Have any notices been sent? Yes  No  If yes, please list notice type and date sent:

Have you attempted to work out a payment plan? Yes  No  If yes, please describe:

Other agency involved, if applicable:

Other claimants involved, if applicable:

Legal description of property lien is sought on:

County where property is located:

Street address of the property, if applicable:

Dollar amount of claim (list interest or finance charges separately and do not include any amounts for work not yet performed):

First date service performed (including delivery of equipment and materials):

Last date service performed (not including warranty work):

Name and employer of person that hired you:

Address:

Telephone:

Name(s) of any bank(s) financing the services, if known:

Storage costs to date, if applicable: