

NOTICE OF INTENT TO FILE MECHANIC'S LIEN

Date: [Insert Date]

To: [Property Owner Name]
[Property Owner Address]
[City, State, Zip Code]

Re: Formal Notice of Unpaid Debt and Impending Lien Filing

Property Address: [Insert Physical Address of Property where work was performed]

Dear [Property Owner Name],

This letter serves as formal notice that the amount of \$[Insert Amount Owed] is currently past due for labor, materials, and/or services provided at the property address listed above. This work was performed under a contract dated [Insert Date] between [Your Name/Company] and [Name of Party who hired you].

Despite previous requests for payment, the balance remains outstanding. Please be advised that if payment is not received in full within [Insert Number, e.g., 10] days from the date of this letter, I will proceed to file a formal **Mechanic's Lien** against the property with the [Insert County Name] County Recorder's office.

A Mechanic's Lien is a legal claim against your property. Once recorded, it may prevent you from selling, refinancing, or transferring the property until the debt is satisfied. Furthermore, if the debt continues to go unpaid, I may initiate a foreclosure lawsuit to enforce the lien and recover the balance due, along with interest and legal costs.

Please remit payment immediately to the following address to avoid this legal action:

[Your Name/Company]
[Your Mailing Address]
[Your Phone Number]

Sincerely,

[Your Signature]
[Your Printed Name]