

# NOTICE OF MECHANIC'S LIEN

To the Clerk of the County of \_\_\_\_\_ and all others whom it may concern:

**PLEASE TAKE NOTICE**, that \_\_\_\_\_  
as lienor(s) have and claim a lien on the real property hereinafter described as follows:

(1) The names and residences of the lienor(s) are:

being a (check one):  partnership  corporation  LLC

composed of: \_\_\_\_\_ whose business address is at:

\_\_\_\_\_ and whose principal place of business is at:

\_\_\_\_\_ The name and address of lienor's attorney, if any:

(2) The owner of the real property is: \_\_\_\_\_ and the interest of the owner, so far as known to the lienor(s), is: \_\_\_\_\_

(3) The name of the person by whom the lienor(s) was (were) employed is:

\_\_\_\_\_

The name of the person to whom the lienor(s) furnished, or is (are) to furnish materials, or for whom the lienor(s) performed, or is (are) to perform, professional services is:

\_\_\_\_\_

The name of the person with whom the contract was made is:

\_\_\_\_\_

The name of the person for whom professional services were rendered is:

\_\_\_\_\_

(4) The labor performed was:

The material furnished was:

The materials actually manufactured for but not delivered to the real property are:

The agreed price and value of the labor performed is: \$ \_\_\_\_\_

The agreed price and value of the material furnished is: \$ \_\_\_\_\_

The agreed price and value of material actually manufactured for, but not delivered to, the real property is: \$ \_\_\_\_\_

TOTAL AGREED PRICE AND VALUE: \$ \_\_\_\_\_

(5) The amount unpaid to the lienor(s) for said labor performed is: \$ \_\_\_\_\_

The amount unpaid to the lienor(s) for said material furnished is: \$ \_\_\_\_\_

The amount unpaid to the lienor(s) for material actually manufactured for, but not delivered to, the real property is: \$ \_\_\_\_\_

TOTAL AMOUNT UNPAID: \$ \_\_\_\_\_

The TOTAL AMOUNT CLAIMED for which this lien is filed is: \$ \_\_\_\_\_

(6) The date when the first item of work was performed was: \_\_\_\_\_

The date when the first item of material was furnished was: \_\_\_\_\_

The date when the last item of work was performed was: \_\_\_\_\_

The date when the last item of material was furnished was: \_\_\_\_\_

(7) The property subject to the lien is situated in:

County of \_\_\_\_\_, City / Town of \_\_\_\_\_, and known by the address: \_\_\_\_\_.

Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

That said labor and materials were performed and furnished for and used, and that the professional services rendered were used, in the improvement of the real property hereinbefore described. That 8 months (4 months if a single-family dwelling) have not elapsed dating from the last item of work performed, or from the last items of materials furnished, or since the completion of the contract, or since the final performance of the work, or since the final furnishing of the materials for which this lien is claimed.

Dated: \_\_\_\_\_

**Signature:** \_\_\_\_\_

Printed Name: \_\_\_\_\_

**VERIFICATION — INDIVIDUAL OR PARTNER**

STATE OF NEW YORK  
COUNTY OF \_\_\_\_\_, ss.:

\_\_\_\_\_, being duly sworn, says that deponent is (one of the co-partnership named in the within notice of lien and) the lienor(s) mentioned in the foregoing notice of lien; that deponent has read the said notice and knows the contents thereof, and that the same is true to deponent's own knowledge, except as to the matters therein stated to be alleged on information and belief, and that as to those matters deponent believes it to be true.

Sworn to before me on \_\_\_\_\_

\_\_\_\_\_  
Notary Public

**VERIFICATION — CORPORATION**

STATE OF NEW YORK  
COUNTY OF \_\_\_\_\_, ss.:

\_\_\_\_\_, being duly sworn, says that deponent is the \_\_\_\_\_ of \_\_\_\_\_ herein, that deponent has read the foregoing notice of lien and knows the contents thereof, and that the same is true to deponent's own knowledge, except as to the matters therein stated to be alleged upon information and belief, and that as to those matters deponent believes it to be true. The reason why this verification is made by deponent is that deponent is an officer, to wit, the of which is a \_\_\_\_\_ corporation, and deponent is familiar with the facts and circumstances herein.

The sources of deponent's information and the grounds of deponent's belief as to all matters not therein stated upon deponent's knowledge are as follows:

\_\_\_\_\_.

Sworn to before me on \_\_\_\_\_

\_\_\_\_\_  
Notary Public

**AFFIDAVIT OF SERVICE OF NOTICE OF MECHANIC'S LIEN  
ON OWNER, AGENT, OR ATTORNEY**

STATE OF NEW YORK

COUNTY OF \_\_\_\_\_, ss.:

The undersigned, being duly sworn, deposes and says that deponent is over 18 years of age and on \_\_\_\_\_ the served the within notice of lien on the owner herein at

- \_\_\_\_\_
- by delivering a true copy to said owner personally. Deponent knew the person so served to be the owner.
  - as the owner could not be found, by delivering a true copy to the  agent  attorney of the owner.
  - by leaving it at the last known place of residence of the owner in the city or town in which the real property or some part thereof is situated, with \_\_\_\_\_, a person of suitable age and discretion.
  - by depositing a true copy of the same, enclosed in a  certified  registered mail, postpaid, properly addressed wrapper, in an official depository of the United States Postal Service in New York State.
  - as the owner has no last known place of residence in the city or town in which the real property or some part thereof is situated, or the owner could not be found and has no agent or attorney, by affixing a true copy thereof conspicuously on such property, at

\_\_\_\_\_ (between the hours of nine o'clock in the forenoon and four o'clock in the afternoon).

- as the owner is a corporation, by personally delivering a true copy and leaving it with the  president  vice-president  secretary  clerk  cashier  treasurer  director  managing agent of the corporation.
- as the owner is a corporation, and no officer of the corporation could be found within the state, by affixing a true copy conspicuously on such property at

\_\_\_\_\_ (between the hours of nine o'clock in the forenoon and four o'clock in the afternoon).

- as the owner is a corporation, by depositing a true copy of the same, enclosed in a  certified  registered mail, postpaid, properly addressed wrapper, in an official depository of the United States Postal Service in New York State.

Sworn to before me on \_\_\_\_\_

\_\_\_\_\_  
Notary Public

**Server's Signature:** \_\_\_\_\_

Printed Name: \_\_\_\_\_

**AFFIDAVIT OF SERVICE BY CERTIFIED MAIL**

STATE OF NEW YORK  
COUNTY OF \_\_\_\_\_, ss.:

The undersigned, being duly sworn, deposes and says that deponent is over 18 years of age and on \_\_\_\_\_ the undersigned served the within notice of lien on the:

contractor  subcontractor  assignee  legal representative

at \_\_\_\_\_  
by depositing a true copy of same, enclosed in a certified mail, postpaid, properly addressed wrapper, in an official depository of the United States Postal Service in New York State.

Sworn to before me on \_\_\_\_\_

\_\_\_\_\_  
Notary Public

**Server's Signature:** \_\_\_\_\_

Printed Name: \_\_\_\_\_

**Mechanic's Lien**

Claimant: \_\_\_\_\_  
Address: \_\_\_\_\_

**against**

Owner: \_\_\_\_\_  
Contractor: \_\_\_\_\_

**Notice of Lien**

Amount: \$ \_\_\_\_\_  
Filed: \_\_\_\_\_  
Premises: \_\_\_\_\_

Block: \_\_\_\_\_ Lot: \_\_\_\_\_  
Attorney(s) for Lienor: \_\_\_\_\_

Post Office Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_