

Instrument Prepared By  
And Recording Requested By

*Space above this line for recorder's use only*

## WEST VIRGINIA NOTICE OF MECHANIC'S LIEN (CONTRACTOR)

TO: \_\_\_\_\_ (Owner Name)

Notice is hereby given, in accordance with the laws of the State of West Virginia, that the undersigned claims a lien to secure the payment of the sum of \$\_\_\_\_\_ upon your interest in and to lot number \_\_\_\_\_ of block number \_\_\_\_\_ as shown on the official map of the city of \_\_\_\_\_ (or with a description of: \_\_\_\_\_)

and upon the following buildings, structures and improvements thereon:

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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

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

## NOTARY ACKNOWLEDGMENT

State of West Virginia

County of \_\_\_\_\_

\_\_\_\_\_, being first duly sworn, upon his oath says that the statements contained in the foregoing notice of lien are true, as he verily believes.

Taken, subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Commission Expires: \_\_\_\_\_

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

(Official Capacity)

# PROOF OF SERVICE

I, \_\_\_\_\_ (the "Server"), served a copy of the Mechanic's Lien in the following manner:

Owner or Purported Owner Name: \_\_\_\_\_ (the "Recipient")

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

Date of Service: \_\_\_\_\_ (mm/dd/yyyy) Time: \_\_\_\_\_ : \_\_\_\_\_ ☐ AM ☐ PM

The Recipient received the documents by: (check one)

☐ - **Mail.** The Server sent the documents in the mail via: (check one)

☐ Standard Mail

☐ Certified Mail

☐ FedEx

☐ UPS

☐ Other: \_\_\_\_\_.

☐ - **Direct Service.** The Server handed the documents to a person identified as the Recipient.

☐ - **Someone at the Residence/Workspace.** The Server handed the documents to a person who identified as living/working at the residence/workspace and stated their name is: \_\_\_\_\_.

☐ - **Left at the Residence/Workspace.** The Server left the documents in the following area: \_\_\_\_\_.

☐ - **Recipient Rejected Delivery.** The Server delivered the documents to the Recipient in person and the Recipient did not accept delivery.

☐ - **Other:** \_\_\_\_\_.

I declare under penalty of perjury under the laws located in this State that the foregoing is true and correct.

Server's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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