

Instrument Prepared By
And Recording Requested By

Space above this line for recorder's use only

WEST VIRGINIA NOTICE OF MECHANIC'S LIEN (SUBCONTRACTOR)

TO: _____ (Owner Name)

You will please take notice that the undersigned _____ was and is subcontractor with _____ who was and is general contractor for the furnishing of materials and doing of the work and labor, necessary to the completion of the following subcontract:

on that certain building (or other structure or improvement as the case may be), owned by you and situated on lot number _____ of block number _____ as shown on the official map of the city of _____ (or with a description of:

_____) and that the contract price and value of said work and materials is \$_____. You are further notified that the undersigned has not been paid therefor (or has been paid only \$_____ thereof) and that he or she claims and will claim a lien upon your interest in the said lot (or tract) of land and upon the buildings, structures, and improvements thereon to secure the payment of the said sum.

Given under my hand this _____ day of _____, 20_____.

Subcontractor Signature: _____

Subcontractor 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: _____