

NOTICE OF MECHANIC'S LIEN UNDER LIEN LAW

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

PLEASE TAKE NOTICE, that _____, as lienor has and claims a lien on the real property hereinafter described as follows:

(1) The names and residences of the lienor are _____, _____ New York _____, being a corporation composed of shareholders, whose business address is at _____, _____, New York _____, and whose principal place of business is at _____, New York _____.

If a partnership, the names and addresses of the partners are _____.

The name and address of lienor's attorney if applicable is _____.

(2) The owner of the real property is _____ and the interest of the owner, upon information and belief of the lienor, is fee simple.

(3) The name of the person by whom the lienor was employed is _____.

(4) The name of the person to whom the lienor furnished or is to furnish material or for whom the lienor performed or is to perform professional services is _____.

(5) The name of the person with whom the contract was made is _____.

(6) The labor performed and material furnished was _____.

(7) The materials actually manufactured for but not delivered to the real property are _____.

(8) The agreed price and value of the labor performed and the material furnished is \$ _____.

The agreed price and value of the material actually manufactured but not delivered to the real property is \$ _____.

The total agreed price and value is \$ _____.

(9) The amount unpaid to the lienor for said labor performed and materials furnished is \$ _____.

The amount unpaid to the lienor for material actually manufactured but not delivered to the real property is \$_____

The total amount unpaid is \$_____

(10) The total amount claimed for which this lien is filed is \$_____

(11) The time when the first item of work was performed and material furnished was _____

(12) The time when the last item of work was performed and material furnished was _____

(13) The property subject to the lien is situated in the County of _____, City of _____, and known by the address _____
Section _____ Block _____, Lot _____.

That said labor and materials were performed and furnished for and 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: _____

BY: _____

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 domestic corporation, and deponent is familiar with the facts and circumstances herein.

The source of deponent's information and the grounds of deponent's belief as to all matters therein stated upon deponent's knowledge are as follows: books and records of the corporation.

Sworn to before me on this _____
day of _____

Notary Public

VERIFICATION - INDIVIDUAL

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 this _____
day of _____

Notary Public

Affidavit of Service of Notice of Mechanic's Lien on Owner, Attorney or Agent

STATE OF NEW YORK, ss.:
COUNTY OF _____

The undersigned, being duly sworn, deposes and says that deponent is over 18 years of age and
on _____ served the within Notice of Mechanic's Lien
on _____
the owner, agent or attorney _____
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 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 _____ m. (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 _____ m. (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 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 this _____
day of _____, _____

NOTARY PUBLIC

NOTE: The Notice of Mechanic's Lien must be served 5 days before or no later than 30 days after filing.

Affidavit of Service by Certified Mail

STATE OF NEW YORK, ss.:
COUNTY OF _____

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 _____

at _____

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

Sworn to before me on this _____
day of _____, _____

NOTARY PUBLIC

Note: A contractor or subcontractor must be served simultaneously or within 30 days after filing Notice of Mechanic’s Lien. Proof of such service, pursuant to Lien Law Section 11-6, must be filed in the appropriate County Clerk’s Office within 35 days of filing of the Notice of Mechanic’s Lien

Note: Serve a copy of Notice of Mechanic’s Lien on contractor or subcontractor simultaneously or within 30 days after filing Notice of Mechanic’s Lien. File proof of service with County Clerk within 35 days after Notice of Mechanic’s Lien is filed. See Lien Law § 11-b.

Mechanic’s Lien

Claimant: _____

Address: _____

against

Owner: _____

Contractor: _____

Notice of Lien

Amount: \$ _____

Filed: _____

Premises: _____

Block: _____ Lot: _____

Attorney(s) for Lienor: _____

Post Office Address and Telephone Number:

