



P.O. Box 1751  
Phoenix, Arizona 85001

Tel: 602-677-2960  
Fax: 623-748-5429

## Request for Mechanic's Lien / Claim on Payment or License Bond

Date Requested		WSLien Client #	
Project Name (Brief Descrip)		WSLien Notice #	
Last Date of Work by Your		Amount Due	

Attn: Guy W. Bluff

Fax to: 623-748-5429

E-Mail [wslienco@gmail.com](mailto:wslienco@gmail.com)

**Complete this Form and fax or e-mail to us.**

Contact Person for your Company: \_\_\_\_\_

Phone / E-Mail Address: \_\_\_\_\_

**Attach Copies of all requested documents.**

- \_\_\_\_\_ All Preliminary Notices / Notices to Owner
- \_\_\_\_\_ Affidavits of Mailing / Proofs of Service of the Preliminary Notices / Notices to Owner
- \_\_\_\_\_ Your Contract / Purchase Order with Owner – General Contractor, Subcontract Agreement, Rental Agreement, Purchase Order. Etc.
- \_\_\_\_\_ Copies of all Change Orders or Extra Work Authorizations (whether approved or not)
- \_\_\_\_\_ Final Billing Statement for the Project / Final Application for Payment.
- \_\_\_\_\_ Copies of All Unpaid Invoices or Applications for Payment
- \_\_\_\_\_ Copy of Final Inspection Certificate or Notice of Completion

**Note:** The time period for preparation and filing / recording of a lien or bond claim varies by State. Contact us to determine the specific deadline(s) which may apply. At least 7 calendar days is required to finalize your lien or claim after receipt of ALL required documents.