A picture containing text, sign

Description automatically generated

**ACCEPTANCE OF APPOINTMENT AS**

**MECHANIC'S LIEN AGENT**

Date:

To:

Dear:

Pursuant to your request, please be advised that

accepts your appointment as “Mechanic's Lien Agent” on the following construction site:

(Property Street Address)

Legal Description:

*NOTE: USE ONLY LEGAL DESCRIPTION OF PROPERTY. DO NOT USE YOUR JOB #.*

You may designate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as "Mechanic's Lien Agent" on the Building Permit issued or to be issued for construction on the above property. Furnish us with a copy of the Building Permit at your earliest convenience.

Respectfully submitted,

(Name)

(Entity)

(Street Address)

(City/State/Zip)

(Telephone Number)

(Fax Number)

(E-mail address)