

**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)