

INTENT TO LIEN LETTER

To: _____

Subject: Notice of Intent to File Lien

Claimant Information:

Full Name / Entity: _____

Address: _____

Phone Number: _____

Email Address: _____

Debtor Information:

Full Name / Entity: _____

Address: _____

Phone Number: _____

Email Address: _____

Property Subject to Lien:

Description of Property: _____

Serial Number / Identification No.: _____

Location of Property (if applicable): _____

Nature of the Claim:

This letter serves as formal notice of the undersigned's intent to file a lien against the property described above pursuant to applicable federal, state, and local laws. The claim arises from labor, materials, services, or other charges provided to or for the benefit of the Debtor in connection with the property.

Claim Details:

Amount Claimed (USD): _____

Date(s) of Service / Supply: _____

Description of Work performed / Materials, Supplies supplied, or services rendered, including any relevant contract or work order numbers, invoices, or references.

Demand for Payment:

You are hereby requested to pay the full amount claimed within the time permitted by law to avoid the filing of a lien against the property described above. This notice is provided in compliance with all applicable notice requirements and does not waive any rights or remedies available to the Claimant under law.

Reservation of Rights:

Claimant reserves all rights to enforce the lien, including but not limited to the right to file and record the lien with the appropriate authorities and to pursue legal remedies for collection as allowed under United States law. Nothing in this letter shall be construed as a waiver of any rights.

Contact Information for Resolution:

Contact Person: _____

Phone Number: _____

Email Address: _____

CLAIMANT'S SIGNATURE

WITNESS SIGNATURE

Signature: _____

Signature: _____

Original source of this document:

<https://letterdocs-us.com/intent-to-lien-letter/>

Did you find this template helpful?

Find more updated templates at:

<https://letterdocs-us.com/>

[View more templates](#)

This template is intended exclusively for personal, non-commercial use.
If distributed or published, the source must be mentioned.

This template is provided for guidance only and does not constitute legal advice.
It is recommended to consult a legal professional for each specific case.