

**PRELIMINARY NOTICE
PRIVATE WORKS OF IMPROVEMENT**
Civ. Code §§8200 *et seq.*

TO:

Name and address of the owner or reported owner:

Name and address of the direct contractor or reputed direct contractor:

Name and address of the construction lender or reputed construction lender, if any:

PLEASE TAKE NOTICE THAT CLAIMANT whose name, address and relationship to the persons to whom this notice is being given is:

Has furnished or will furnish work of the following general description:

At the following site, including the street address of the site, if any:

The name of the person or entity who contracted for the work furnished or to be furnished by Claimant is:

An estimate of the total price of the work furnished or to be furnished by Claimant is:

NOTICE TO PROPERTY OWNER

EVEN THOUGH YOU HAVE PAID YOUR CONTRACTOR IN FULL, if the person or firm that has given you this notice is not paid in full for labor, service, equipment, or material provided or to be provided to your construction project, a lien may be placed on your property. Foreclosure of the lien may lead to loss of all or part of your property. You may wish to protect yourself against this by (1) requiring your contractor to provide a signed release by the person or firm that has given you this notice before making payment to your contractor, or (2) any other method that is appropriate under the circumstances.

This notice is required by law to be served by the undersigned as a statement of your legal rights. This notice is not intended to reflect upon the financial condition of the contractor or the person employed by you on the construction project.

If you record a notice of cessation or completion of your construction project, you must within 10 days after recording, send a copy of the notice of completion to your contractor and the person or firm that has given you this notice. The notice must be sent by registered or certified mail. Failure to send the notice will extend the deadline to record a claim of lien. You are not required to send the notice if you are a residential homeowner of a dwelling containing four or fewer units.

Proof of Notice Declaration

I, [name], declare that this Preliminary Notice was served on the persons at the addresses set forth above on the date and at the place set forth below by:

- REGISTERED, CERTIFIED OR EXPRESS MAIL: by placing the document in a sealed envelope with postage fully prepaid and depositing it in the United States mail by registered, certified or express mail.
- OVERNIGHT DELIVERY: by causing the document to be picked up by an overnight delivery service company for delivery.
- PERSONAL DELIVERY: by causing the notice to be personal delivered to each of the addressees on the date below.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on this [day] of [month, year] at [city, state].

[Name]