

SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Date: [Insert Date]

To: [Insert Contractor Name]

[Insert Contractor Address]

[Insert City, State, Zip Code]

RE: DEMAND FOR RELEASE OF MECHANICS LIEN

Property Owner: [Insert Owner Name]

Property Address: [Insert Property Address]

Lien Recording Date: [Insert Date Lien was Filed]

Lien Instrument/Recording Number: [Insert Recording Number]

Dear [Insert Contractor Contact Name],

This letter serves as a formal demand for you to execute and record a full Release of Mechanics Lien regarding the property located at [Insert Property Address].

The lien currently encumbering the property is no longer valid or justified because:

- [Option 1: Full payment was made to you on [Date] in the amount of \$[Amount].]
- [Option 2: The statutory period for filing a foreclosure action has expired.]
- [Option 3: The underlying contract has been satisfied or terminated.]

Under [Insert State] law, specifically [Insert State Statute Number, if known], a contractor is required to release a lien once the underlying debt has been satisfied or the lien has become unenforceable. Failure to release a meritless or satisfied lien may subject you to statutory penalties, attorney fees, and damages for slander of title.

Please provide a copy of the recorded Release of Lien to the undersigned within [Insert Number, e.g., 10] days of receipt of this letter. Should you fail to comply, I will be forced to pursue legal action to have the lien removed and seek all available damages.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]

[Your Email Address]