NOTICE OF INTENT TO FILE MECHANICS LIEN

Date: [Current Date]
To: [Property Owner Name]
Address: [Property Owner Address]
City, State, Zip: [City, State, Zip]

VIA: [Certified Mail / Return Receipt Requested]

RE: FINAL WARNING - NOTICE OF INTENT TO LIEN

Dear [Property Owner Name],

This letter serves as formal notice that [Your Company Name] intends to file a Mechanics Lien against the property located at [Property Address or Legal Description] for unpaid labor and/or materials provided for improvements to said property.

To date, your account is past due in the amount of **$[Total Amount Owed]**. Despite previous requests for payment, this balance remains outstanding.

Project Details:

- **Description of Work:** [Brief Description of Work/Materials Provided]
- **Date Work Commenced:** [Start Date]
- **Date Work Completed/Last Provided:** [Completion Date]

Please be advised that if payment is not received in full within [Number of Days, e.g., 10] days from the date of this notice, we will proceed with filing a formal Mechanics Lien with the [County Name] County Recorder's Office without further notice to you.

The filing of a lien may affect your ability to sell or refinance the property and may result in legal action to foreclose on the lien to satisfy the debt, which could include additional costs for interest, filing fees, and legal representation.

We would prefer to resolve this matter amicably. Please remit payment immediately to the address listed below or contact our office at [Your Phone Number] to discuss payment arrangements.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Company Name]
[Your Phone Number]
[Your Email Address]
[Mailing Address for Payment]