NOTICE OF INTENT TO FILE MECHANICS LIEN

Date: [Date]

TO (Property Owner):
[Owner Name]
[Owner Address]
[City, State, Zip]

FROM (Claimant):
[Your Name/Company Name]
[Your Address]
[City, State, Zip]

RE: Notice of Intent to Lien for unpaid labor or materials.

Property Description/Address: [Address of the property where work was performed]

Dear [Owner Name],

Please be advised that [Your Company Name] intends to file a formal Mechanics Lien against the above-referenced property if payment for the outstanding balance is not received within [Number, e.g., 10] days from the date of this notice.

The details of the claim are as follows:

- **Amount Owed:** $[Dollar Amount]
- **Description of Work/Materials:** [Brief description of services or supplies]
- **Date Work Commenced:** [Start Date]
- **Date Work Completed/Last Provided:** [End Date]

This letter serves as a formal demand for payment. Failure to remit the full amount of $[Dollar Amount] will result in the filing of a Mechanics Lien against the property title, which may affect your ability to sell or refinance the property. Furthermore, we may initiate legal action to foreclose on the lien and seek recovery of interest, court costs, and legal fees.

Please remit payment immediately to the address listed above to avoid further legal action.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title/Company]