

Prepared By - Return To:

\_\_\_\_\_

PERMIT NUMBER: \_\_\_\_\_

**NOTICE OF COMMENCEMENT**

The undersigned hereby gives notice that improvement will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, the following information is provided in this Notice of Commencement.

1. **DESCRIPTION OF PROPERTY** a. Tax Parcel No. Required: \_\_\_\_\_ b. Full Legal Description Required:

c. Physical Address, Required if available \_\_\_\_\_

2. **GENERAL DESCRIPTION OF IMPROVEMENT:** \_\_\_\_\_

3. **OWNER / LESSEE INFORMATION** IF THE LESSEE CONTRACTED FOR THE IMPROVEMENT:

a. Name and address:

b. Interest in property: \_\_\_\_\_

c. Name and address of fee simple titleholder (If other than owner): \_\_\_\_\_

4. **CONTRACTOR'S:** a. Name: \_\_\_\_\_

b. Address: \_\_\_\_\_ C. Phone: \_\_\_\_\_

5. **SURETY** (if applicable, a copy of the payment bond is attached): a. Name \_\_\_\_\_

b. Address: \_\_\_\_\_

c. Phone number: \_\_\_\_\_ d. Amount of bond: \$ \_\_\_\_\_

6. **LENDER'S NAME:** a. \_\_\_\_\_

b. Lender's Address's: \_\_\_\_\_ c. Phone: \_\_\_\_\_

7. Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by Section 713.13 (1)a/7., Florida Statutes

a. Name and address: \_\_\_\_\_

b. Phone numbers of designated persons: \_\_\_\_\_

8. a. In addition to himself or herself, Owner designates \_\_\_\_\_ of \_\_\_\_\_ to receive a copy of the Lienor's Notice as provided in Section 713.13 (1) (b), Florida Statutes.

9. b. Phone number of person or entity designated by owner: \_\_\_\_\_

Expiration date of notice of commencement: \_\_\_\_\_, 20\_\_\_\_.

(The Expiration date will be 1 year from the date of the Recording unless otherwise specified)

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART 1, SECTION 713.13 FLORIDA STATUTES, AND CAN RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

\_\_\_\_\_  
**(Signature of Owner or Lessee, or Owner's or Lessee's  
Authorized Officer/Director/Partner/Manager)**

\_\_\_\_\_  
**(Print Name and Provide Signatory's Title/Office)**

State of \_\_\_\_\_, County of \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of \_\_\_\_\_ physical presence or \_\_\_\_\_ online notarization, this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_

( name of acknowledged )

Personally Known \_\_\_ or Produced Identification\_\_\_ Type of Identification Produced \_\_\_\_\_

Notary

\_\_\_\_\_  
**(Signature of Notary Public)**

(Print, Type, or Stamp Commissioned Name of Notary Public)