**CALIFORNIA PRELIMINARY NOTICE – PRIVATE WORKS**

(Civil Code Section 8200 et seq.)

THIS IS NOT A LIEN. THIS NOTICE IS REQUIRED TO BE GIVEN UNDER CALIFORNIA LAW

**NOTICE TO PROPERTY OWNER EVEN THOUGHYOU 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.**

**TO:**

|  |  |
| --- | --- |
| **OWNER**  **OR REPUTED OWNER (Name):** | **Address:** |
| **DIRECT CONTRACTOR**  **OR REPUTED DIRECT CONTRACTOR (Name):** | **Address:** |
| **CONSTRUCTION LENDER**  **OR REPUTED CONSTRUCTION LENDER (Name):** | **Address:** |

**YOU ARE HEREBY NOTIFIED THAT**

|  |  |
| --- | --- |
| **CLAIMANT (Name):** | **Address:** |
| **Relationship of Claimant to the parties (e.g. subcontractor to \_\_\_\_\_\_\_\_\_\_\_, or supplier to \_\_\_\_\_\_\_\_\_\_\_):** | |

**HAS FURNISHED OR WILL FURNISH WORK, LABOR, SERVICES, EQUIPMENT OR MATERIAL OF THE FOLLOWING GENERAL DESCRIPTION:**

|  |
| --- |
|  |

**TO THE FOLLOWING PERSON OR FIRM:**

|  |  |
| --- | --- |
| **(Name):** | **Address:** |

**AT THE FOLLOWING SITE OR LOCATION (Address or description sufficient for identification):**

|  |
| --- |
|  |

**THE TOTAL ESTIMATED PRICE OF LABOR, SERVICES, EQUIPMENT AND/OR MATERIALS TO BE FURNISHED IS:**

|  |  |
| --- | --- |
|  | |
| **Dated:** | **For Claimant, By:** |

**ATTACH PROOF OF NOTICE DECLARATION**

**PROOF OF NOTICE DECLARATION**

I, the undersigned, declare that:

I am a citizen of the United States and am over the age of 18 years. On this date, I caused to be served the following:

**CALIFORNIA PRELIMINARY NOTICE – PRIVATE WORKS**

prepaid, via [check all that apply]:

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_ | Certified Mail, Return Receipt Requested |
| \_\_\_\_\_\_\_ | Registered Mail |
| \_\_\_\_\_\_\_ | First Class Mail |
| \_\_\_\_\_\_\_ | Express Service Carrier for Overnight Delivery |
| \_\_\_\_\_\_\_ | Delivery in Person |

On the following person or persons [list all persons served]:

|  |  |
| --- | --- |
| Name: |  |
| Title (if known): |  |
| Address: |  |

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

Dated: By:

Print Name:

Per California Civil Code section 8118:

(b) If the notice is given by mail, the declaration shall be accompanied by one of the following:

(1) Documentation provided by the United States Postal Service showing that payment was made to mail the notice using registered or certified mail, or express mail.

(2) Documentation provided by an express service carrier showing that payment was made to send the notice using an overnight delivery service.

(3) A return receipt, delivery confirmation, signature confirmation, tracking record, or other proof of delivery or attempted delivery provided by the United States Postal Service, or a photocopy of the record of delivery and receipt maintained by the United States Postal Service, showing the date of delivery and to whom delivered, or in the event of nondelivery, by the returned envelope itself.

(4) A tracking record or other documentation provided by an express service carrier showing delivery or attempted delivery of the notice.