

# SPEEDY LIEN INC.

315 Madison Avenue, New York, NY 10017  
516-679-6702 or 212-203-7420

We request Speedy Lien Inc. to act as our agent in preparing, signing and filing a Mechanic's Lien on our behalf as our Agent. We affirm that the information we provided is true and correct. We assume responsibility in the event information we provided is incorrect.

- 1- Our Company's Exact Name \_\_\_\_\_
- 2- We Are Incorporated (Inc., Corp., LLC, PLLC, etc) or a self-proprietor? Yes \_\_\_\_\_ No \_\_\_\_\_
- 3- Our Address (No PO Boxes) \_\_\_\_\_  
Suite/FL \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
- 4- Our Telephone # \_\_\_\_\_ Cell # \_\_\_\_\_
- 5- Officer's Name \_\_\_\_\_ Title \_\_\_\_\_
- 6- Contact Name In Our Office \_\_\_\_\_ Email Address \_\_\_\_\_
  
- 7- Address of Jobsite: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
Floor # \_\_\_\_\_ Suite/Apt. # \_\_\_\_\_ Store or Tenant Name \_\_\_\_\_
  
- Owner's Info (if Known): \_\_\_\_\_
- Section / Block / Lot / Parcel ID (if Known): \_\_\_\_\_
  
- 8- Exact Labor Performed (What type of work or service was performed? If you supplied materials only, please write "NONE."): \_\_\_\_\_  
\_\_\_\_\_
  
- 9- Materials We Used/Sold/Rented (Please provide a general list of the materials used / sold / rented. If you performed labor only, please write "NONE."): \_\_\_\_\_  
\_\_\_\_\_

10- Exact First Date of Services: \_\_\_\_/\_\_\_\_/\_\_\_\_ 10(B) Exact Last Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

11- Grand Total of Contract (Work Completed) or Sale (Include Extras and Taxes) \$ \_\_\_\_\_

a. The Exact Amount We Are Owed \$ \_\_\_\_\_

12- Direct Customer/Client That Hired Us:

(Who is the direct party that hired you?) \_\_\_\_\_

Their Address: \_\_\_\_\_ Suite/FI \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

a. Contact Name(s) \_\_\_\_\_ Email Address \_\_\_\_\_

13- General Contractor's Name *If you were contracted directly by the property owner, client, or through the General Contractor, please list their information in #12. If you are the General Contractor, disregard #13.*\*\*There is a \$50 fee to serve them\*\*:

\_\_\_\_\_  
Their Address: \_\_\_\_\_ Suite/FI \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

14- If this is a Public Improvement/Municipal Project, provide Name of Agency and Contract#:

\_\_\_\_\_

15- Additional Information:

\_\_\_\_\_

\_\_\_\_\_

I/We agree to pay Speedy Lien Inc. for their services and agree that services commence upon their receipt of this document. The filing fees vary by the project's location: **New York: \$475.00** (Projects in **Nassau or Suffolk County: \$575.00**). **New Jersey: \$475**. **Connecticut: \$575.00**. I/We are aware that Speedy Lien Inc. is liable to the extent of the cost of the Mechanic's Lien in the event of error. I/We are aware that information contained in this document is the proprietary right of Speedy Lien Inc. and will not be sent to any entity other than Speedy Lien Inc. I/We are aware that any unauthorized use of this document is a violation of law and Speedy Lien Inc. will prosecute to the fullest extent of the law.

Signed: \_\_\_\_\_ Date \_\_\_\_\_

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## **PLEASE FOLLOW INSTRUCTIONS:**

The Filing Fees vary by the project's location:

- New York: \$475.00 (Projects in Nassau or Suffolk County: \$575.00)

- New Jersey: \$475.00

- Connecticut: \$575.00

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_ CCV Code: \_\_\_\_\_

**Email Intake document and this form to:**

**Z@SpeedyLienInc.com**

**OR**

**Fax Documents: 516-679-6703**

**\*\*If paying by check email/fax with this document\*\***

This is to certify that I am officer of:

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Mark Nash of Speedy Lien Inc. or any employee of Speedy Lien Inc. is our authorized agent for the purpose of signing and filing a Mechanic's Lien or Satisfaction of Mechanic's Lien on our behalf.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

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(For Office Use Only)

Lien Amount: \_\_\_\_\_

Block: \_\_\_\_\_

Lot: \_\_\_\_\_