

REQUIRED NOTICE TO PRESERVE LIEN RIGHTS

Type of Notice Required	Who Must File This Notice?	Where is the Form?	To Whom Do I Give Notice?	How Do I Deliver Notice?	When Do I Give Notice?	What if I Don't Give Notice?
<p>Notice to Customer</p> <p align="center"><u>AND</u></p> <p>“Construction Liens: What You Should Know About Contracts” (prepared document from Dep’t of L&I)</p>	<p>Any contractor except : subcontractors</p> <ul style="list-style-type: none"> ▪ electrical contractors ▪ public works projects ▪ materialmen or suppliers of products only ▪ residential projects with a contract price under \$1,000 ▪ commercial projects with a contract price under \$1,000 or over \$60,000. 	<p>Notice to Customer language is found in RCW 18.27.114.</p> <p>“Construction Liens: What You Should Know About Contracts” is available from Dep’t of L&I.</p>	<p>To the <i>owner</i>.</p> <p>Even though the owner has to be the one ordering the work, you can give notice to the tenant for tenant improvement work.</p>	<p>1. Put the notice (both forms) in your standard contract; or 2. Send by certified or registered mail, return receipt requested.</p>	<p>Give notice <i>before</i> you start the job!</p>	<p>You lose <i>all</i> of your lien rights. Also, if you fail to provide the additional information on liens, you could face a Consumer Protection Act claim (extremely high financial liability).</p>
<p>Notice of Right to Claim Lien</p>	<p>1. Any person providing professional services, materials or equipment for the improvement of real property, including:</p> <ul style="list-style-type: none"> ▪ subcontractors ▪ materialmen ▪ laborers ▪ equipment suppliers <p align="center">or</p> <p>2. Any person who provides professional services, materials, or equipment for remodel, repair, or alteration of an exiting home.</p>	<p>Notice of Right to Claim Lien language is found in RCW 60.04.031.</p>	<p>If Improvement to Real Property:</p> <p>1. To the owner, unless you contract directly with the owner (see below); and</p> <p>2. To the prime contractor, unless you contract directly with the prime contractor.</p> <p>If Remodel/Repair of Existing Home :</p> <p>To the owner of owner-occupied single-family residence, unless you contract directly with the owner (see below).</p>	<p>1. Mail, certified or registered; or 2. Personal delivery (get a receipt with signature to show evidence of delivery).</p>	<p>At any time. Your claim will cover the work you performed and materials provided during the period 60 days before the date of notice (<i>only 10 days if a new single-family residence</i>).</p>	<p>You will lose the right to include the unpaid balance due for <i>materials</i>, but you will still be able to recover for labor.</p>
<p>Notice is NOT Required of:</p>	<ul style="list-style-type: none"> ▪ Persons who contract directly with the owner; ▪ Laborers who claim of lien is solely for labor; ▪ Subcontractors who contract for improvement of property directly with the prime contractor, except those who are repairing, remodeling or altering a single -family home without direct contract with the owner; and ▪ Persons who provide professional service, materials, or equipment for repair, remodel, alteration of an existing single-family home who contract directly with the owner. 					