

# NOTICE OF COMMENCEMENT

Permit No. \_\_\_\_\_

Tax Folio No. \_\_\_\_\_

THE UNDERSIGNED hereby gives notice that improvement will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, and the following information if provided in this NOTICE OF COMMENCEMENT.

1. Description of property (legal description of property): \_\_\_\_\_
  - a. Street (job) Address: \_\_\_\_\_
  
2. General description of improvement(s): \_\_\_\_\_  
\_\_\_\_\_
  
3. Owner or Lessee information (Lessee as owner only if contracted for improvements)
  - a. Name and address: \_\_\_\_\_
  - b. Interest in Property: \_\_\_\_\_
  - c. Name and address of fee simple titleholder(if other than owner): \_\_\_\_\_
  
4. Contractor Information
  - a. Name and address: \_\_\_\_\_
  - b. Phone number: \_\_\_\_\_ Fax No. (Opt.) \_\_\_\_\_
  
5. Surety Information
  - a. Name and Address: \_\_\_\_\_
  - b. Amount of bond \$ \_\_\_\_\_
  - c. Phone number: \_\_\_\_\_ Fax No. (Opt.) \_\_\_\_\_
  
6. Lender
  - a. Name and Address: \_\_\_\_\_
  - b. Phone number: \_\_\_\_\_
  
7. Persons within the State of Florida designated by Owner upon who notices or other documents may be served as provided by Section 713.13(1)(a)7., Florida Statutes:
  - a. Name and address: \_\_\_\_\_
  - b. Phone number: \_\_\_\_\_
  
8. In addition to himself, Owner designates the following person(s) to receive a copy of the Lienor's Notice as provided in Section 713.13(1)(a)7., Florida Statutes:
  - a. Name and address: \_\_\_\_\_
  - b. Phone number: \_\_\_\_\_

**Expiration date of notice of commencement (the expiration date is 1 year from the date of recording unless a different date is 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**  
**Signatory's Title/Officer** \_\_\_\_\_

**State of Florida**  
**Count of Manatee**

The foregoing instrument was acknowledged before me, by means of \_\_\_ physical presence or \_\_\_ online notification, this \_\_\_ day of \_\_\_\_\_, 20\_\_\_ by \_\_\_\_\_, who is \_\_\_ personally known to me or has \_\_\_ produced (Drivers' License#) \_\_\_\_\_ with an expiration date of \_\_\_\_\_ and who did/did not take an oath.

\_\_\_\_\_  
**Signature of Notary**  
**Public-State of Florida**

\_\_\_\_\_  
**Print, Type or Stamp**  
**Commissioned Name of Notary Public**