

RECORDING REQUESTED BY:

AND TO BE RETURNED TO:

NAME

ADDRESS

CITY

STATE & ZIP

Notice of Completion (California Civil Code §3093)

1. The full name of the owner is: _____ 2. The address of the owner is: _____ 3. The nature of the property interest or estate of the owner is _____
4. A description of the site sufficient for identification is: _____

(Include the street address if any and city, county and state)

5. The name of the original contractor is: _____ 6. The kind of work done or materials furnished pursuant to the contract is: _____

7. The names and addresses of all persons, if any, who hold an interest or estate with the owner as joint tenants or as tenants in common are:

(Name/Address)

(Name/Address)

(Name/Address)

8. The full names and full addresses of the predecessors in interest of the owner if the property was transferred after the work or improvement referred to in this notice began:

(Name/Address)

(Name/Address)

(Name/Address)

9. The work of improvement, described in Paragraph 6, on the property was completed on _____ (date).

Dated: _____ (Owner's Name) By _____ (Signature)

VERIFICATION

I, the undersigned, say:

I am the _____
(Owner, officer of owning entity, agent of owner, etc.)

of the interest or estate, described in Paragraph 3, of the property, described in Paragraph 4;

I have read the foregoing notice and know and understand the contents of it, and the facts stated in it are true and correct.

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

Executed on _____, _____, (date)

at _____
(Place where signed)

(Personal signature)

CERTIFICATE OF ACKNOWLEDGEMENT

STATE OF CALIFORNIA)
) ss
County of _____)

On _____, 200__ before me, _____, [name of notary] Notary Public, personally appeared _____, [name(s) of signer(s)] who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature : _____ (Seal)

CERTIFICATE OF MAILING

I hereby declare that, pursuant to the requirements of Civil Code §3259.5, I sent notification of recordation of the attached Notice of Completion to the below-listed person or entity on _____, 200_. Furthermore, I declare that this notice of recordation was sent by [registered mail, certified mail or first class mail]. The notice of recordation was provided within 10 days of recordation _____ of _____ the _____ Notice _____ of _____ Completion:

(Name/Address from Preliminary 20-Day Notice or from contract with Original Contractor)

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

Signed _____ at: _____
(Location)

on _____
(Date)

Signature _____ of _____ person _____ making _____ service

There are no representations or warranty, express or implied, as to the fitness of this form for any specific use or purpose. If you have any question, it is always best to consult a qualified attorney before using this or any legal document.