

Prepared By Name: _____
Address: _____
City/State/Zip Code: _____
Permit Number: _____

**NOTICE OF COMMENCEMENT
STATE OF FLORIDA – COUNT OF POLK**

THE UNDERSIGNED hereby gives notice that improvement will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, the following information is provided in this Notice of Commencement.

- 1 DESCRIPTION OF PROPERTY** (Legal description of property and street address if available)
PARCEL ID NUMBER (Tax Folio Number): _____
Address: _____
Subdivision: _____
- 2 GENERAL DESCRIPTION OF IMPROVEMENT:** _____

- 3 OWNER INFORMATION**
A. Name and address: _____
B. Interest in property: _____
C. Name and address of fee simple title holder (if other than owner) _____
- 4 CONTRACTOR**
A. Name and address: _____
B. Phone Number: _____
- 5 SURETY**
A. Name and address: _____
B. Amount of Bond: _____
C. Phone Number: _____
- 6 LENDER**
A. Name and address: _____
B. Phone Number: _____
- 7** Persons with the State of Florida designated by Owner upon whom notices or other documents may be served as provided in 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)(b), Florida Statutes
A. Name and address: _____
B. Phone Number: _____
- 9** Expiration date of Notice of Commencement (the expiration date is 1 year from the date of recording unless a different date is specified)
Date: _____ Month: _____ Year: 20_____

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 I, 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.

Sworn to and subscribed before me by _____
Who has produced State of Florida License as identification,
This _____ day of _____, 20_____.

Signature of Owner

Printed Name of Owner

NOTARY PUBLIC, STATE OF FLORIDA

Complete Address

NOTE: Per F.S. 713.13(1)(g) The owner must sign the Notice of Commencement and no one else may be permitted to sign in his or her stead.