

RECORDING REQUESTED BY:

NAME _____

AND WHEN RECORDED MAIL TO:

NAME _____

STREET ADDRESS _____

CITY, STATE & ZIP CODE _____

(Space above this line for Recorder's use)

STATE OF CALIFORNIA NOTICE OF COMPLETION

(C.C. Sec. 8100-8118, 8180-8190, 9200-9208)

To All Whom It May Concern, Notice Is Hereby Given That:

(1) _____ to wit, _____ the _____
(I / We) (Name/s) (am/are) (e.g. Owner/s, Joint Owner/s, Corporate Owner/s, etc.)
of certain property located in the city of _____ in the county of _____
_____ in the State of California, and more particularly described as _____

("California Civil Code 8102 (4) A description of the site sufficient for identification, including the street address of the site, if any. If a sufficient legal description of the site is given, the effectiveness of the notice is not affected by the fact that the street address is erroneous or is omitted." The legal description is available from the County Recorder for the county where the property is located.)

(2) ☐ A) The work of improvement as a whole --- OR --- ☐ B)* A contract for a particular portion of the work of improvement (per Ca. Civ. Code 8186) being performed at aforementioned property was completed on _____ *AND* fifteen (15) days have not elapsed since that completion. *If (B) above is selected -- enter a brief description of the completed work: _____ and the name & address of the Direct Contractor for that work: _____

(3) Direct Contractor (for the project as a whole) _____ Lender (if applicable): _____

(4) If this notice of completion is signed by the owner's successor in interest, the name & address of the successor's transferor is: _____

(5) _____ address is _____
(My/Our) (Your address)

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

VERIFICATION

I, _____ declare I am the _____
(Name of ☐ Owner or ☐ Owner's Successor in Interest who will be verifying this document) (eg. Owner, Joint Owner, Corporate Owner, etc.)
of the property named in the foregoing notice of completion and I am authorized to make this verification. I have read the foregoing notice of completion and know the contents thereof. The same is true of my own knowledge, except as to those matters which are therein stated on information and belief, and, as to those matters, I believe it to be true. I declare (or certify) under penalty of perjury under the laws of the state of California that the foregoing is true and correct.

Executed on _____ at _____ County, California.
(Date of signature) (County where signed)

(Signature)

Ca. Civ. Code 8184 - A notice of completion in otherwise proper form, verified and containing the information required by this title, shall be accepted by the recorder for recording and is deemed duly recorded without acknowledgment.

PROOF OF NOTICE DECLARATION FOR CALIFORNIA NOTICE OF COMPLETION

California Civil Code Section 8118

Per California civil code the undersigned served copies of the Notice of Completion form:

- ☐ By personally delivering the notice to the person or the persons to be notified
- ☐ By registered or certified mail, or express mail, or overnight delivery by an Express Service Carrier
- ☐ By leaving the notice and mailing a copy in the manner provided in Section 415.20 of the Code of Civil Procedure for service of summons and complaint in a civil action

As evidenced by the following:

- ☐ Attached documentation provided by the United States Postal Service showing that payment was made to mail the notice using registered or certified mail, or express mail
- ☐ Attached documentation provided by an express service carrier showing that payment was made to send the notice using an overnight delivery service
- ☐ Attached return receipt, delivery confirmation, signature confirmation, tracking record, or other proof of delivery or attempted delivery provided by the United States Postal Service, or a photocopy of the record of delivery and receipt maintained by the United States Postal Service, showing the date of delivery and to whom delivered, or in the event of non delivery, by the returned envelope itself
- ☐ Attached tracking record or other documentation provided by an express service carrier showing delivery or attempted delivery of the notice

On: _____ **At:** _____
(Date Notice was Served) (Time Notice was Served)

NAMES AND ADDRESSES OF PARTIES SERVED

Direct Contractor

(Direct Contractor Company Name)

(Name and Title of Person Served, if app.)

(Street)

(Street)

(City, State, Zip)

Lender or Other (if any)

(Lender or Other Company Name)

(Name and Title of Person Served, if app.)

(Street)

(Street)

(City, State, Zip)

Other (if any)

(Company Name)

(Name and Title of Person Served, if app.)

(Street)

(Street)

(City, State, Zip)

Other (if any)

(Company Name)

(Name and Title of Person Served, if app.)

(Street)

(Street)

(City, State, Zip)

BY:

(Printed Name) (Signature) (Date)