

CALIFORNIA PRELIMINARY NOTICE (PUBLIC WORKS OF IMPROVEMENT)

(Cal. Civil Code §§ 8034(b), 8100 et seq., 9300 et. seq.)

TO: PUBLIC ENTITY	TO: DIRECT CONTRACTOR	TO: CONSTRUCTION LENDER (IF ANY)
Name _____	Name _____	Name _____
Street Address _____	Street Address _____	Street Address _____
City/State/Zip _____	City/State/Zip _____	City/State/Zip _____

YOU ARE HEREBY NOTIFIED THAT:

Name of Claimant: _____

Address of Claimant: _____

Relationship of the Claimant to the parties above: _____

The Claimant has furnished and/or will furnish work, labor, services, equipment and/or material of the following general description: (Description of work) _____

For the work of improvement located at the following address or site described sufficiently for identification: (Address and/or legal description of site) _____

The person or firm to whom such work, labor, services, equipment and/or material was or will be provided is: (Name) _____

The estimated price of the amount of work, labor, services, equipment and/or material to be provided is: (Amount) _____

The estimated price of work, labor, services, equipment and/or material provided to date is: (Amount) _____

DATE: _____

(Signature of Claimant or Claimant's Authorized Agent)

(Print Name of Claimant or Claimant's Authorized Agent)

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PROOF OF NOTICE DECLARATION

(Cal. Civ. Code § 8118)

I, (NAME) _____, declare that I served copies of this **PRELIMINARY 20 DAY NOTICE (PUBLIC WORKS OF IMPROVEMENT)** on the following persons (NAME(S) AND TITLE(S) OF PERSON SERVED) and (ADDRESS): _____

By personally delivering copies to the above persons on _____ (DATE), at _____ (TIME).

By Registered or Certified Mail, Express Mail or Overnight Delivery by an express service carrier, addressed to each of the above persons at the address shown above on _____ (DATE).

By leaving the notice and mailing a copy in the manner provided in § 415.20 of the California Code of Civil Procedure for service of Summons and Complaint in a Civil Action.

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

Signed at _____ (CITY), California, on _____ (DATE).

(Signature of Person Making Service)

INSTRUCTIONS

If notice is given by registered, certified or express mail, or by Overnight Delivery, attach one of the following:

- (1) 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.
- (2) Documentation provided by an express service carrier showing that payment was made to send the notice using an overnight delivery service.
- (3) A 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.
- (4) A tracking record or other documentation provided by an express service carrier showing delivery or attempted delivery of the notice.

The use of this document has important legal consequences. Consultation with an attorney is advised.