

Permit Number _____

Tax Folio Number _____

NOTICE OF COMMENCEMENT

**STATE OF FLORIDA
COUNTY OF DUVAL**

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 (Street address): _____ Neptune Beach, FL 32266
- 2. Legal Description: _____
- 3. General description of improvement: _____
- 4. Owner information:
 - a. Name and Address: _____
 - b. Interest in property: _____
 - c. Name and address of fee simple titleholder (other than owner): _____
- 5. a. Contactor’s name and address: _____
 - b. Phone number: _____ Fax number: _____
- 5. Surety Information:
 - a. Name and address: _____
 - b. Phone Number: _____ Fax Number: _____
 - c. Amount of Bond: _____
- 6. a. Lender’s name and address: _____
 - b. Phone Number: _____
- 7. a. Person within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by 713.12(1) (a) 7. Florida Statutes.
 - a. Name and address: _____
 - b. Phone numbers of designated persons: _____
- 8. a. In addition to himself/herself, Owner designates _____ of _____ to receive a copy of the Lienor’s Notice as provided in Section 713.13(1) (b), Florida Statutes.
 - b. Phone number of person or entity designated by owner: _____
- 9. Expiration date of notice of commencement (the expiration date is one (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 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.

Signature of Owner (Owner’s Authorized Officer/Director/Partner/Manager:

(Signatory’s Title/Office)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____
by _____ as _____ for _____.

Notary: _____

Personally Known _____ Or Produced Indentification _____ Type of identification Produced: _____

My commission expires: _____

Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true to the best of my knowledge and belief.