

All information in box must be completed or marked N/A in order for lien search to be processed:

Business/Person Requesting _____ Search Phone: _____

Contact Name: _____ Email: _____

Lien Search Property Address _____ Unit: _____

Folio Number(s) _____ Condo Name _____

Amounts due to the City of Lauderhill listed below as of _____, 2014

<u>Type of Obligation</u>	<u>Reference/Account Number</u>	<u>Balance Due</u>	<u>Recorded Lien (Y/N)</u>

Open Code Enforcement Violations

CE # _____ Date of Violation _____ Code Board Date, if set _____

CE # _____ Date of Violation _____ Code Board Date, if set _____

UTILITY BALANCE: _____

DISCLAIMERS:

- Utility account balance, if listed, is only as of the date of this form and does not reflect the end of billing cycle. All amounts due and owing at the date of property transfer will be the responsibility of new owner. **ALL** accounts have a balance due *regardless whether any utility amount is indicated on this form*. It is your responsibility to contact the utility department to obtain the updated balance due, especially if no amount is stated above.
- Balances listed are from City Records. You are advised to verify recorded liens with the Broward County Records Division.
- Work may have been completed or fines imposed which have not yet been invoiced and/or recorded which will remain due and owing.
- It is the responsibility of the new owner to close any Certificate of Use accounts, especially those for residential rental property, or they will automatically renew in the following year.

PLEASE ISSUE A SEPARATE CHECK FOR UTILITY PAYMENT. In order to expedite lien releases, we advise payment be made by Cashier's Check or Money Order.

Signed: _____ Date: _____

Name: _____