

## Notice of Retention

	<b>Owner Name</b>		REQUIRED
	<b>Original Contractor Name</b>		REQUIRED
<b>Project Property</b>	Location Description:		
	Street:		REQUIRED
	City:		REQUIRED
	Zip:		REQUIRED
	County:		REQUIRED
	Tax Parcel ID(s):		REQUIRED
<b>Contracted By</b>	Name:		REQUIRED
	Street 1:		REQUIRED
	Street 2:		
	City:		REQUIRED
	State:		REQUIRED
	Zip:		REQUIRED
	Email:		
	Phone:		
<b>Person Furnishing Preconstruction Services</b>	Name:		REQUIRED
	Street 1:		REQUIRED
	Street 2:		
	City:		REQUIRED
	State:		REQUIRED
	Zip:		REQUIRED
	Email:		REQUIRED
	Phone:		REQUIRED
	Description of Work Provided:		REQUIRED
<b>Optional Emails</b>	Emails will be sent to these emails whenever anyone files against this property.		
	Email 1:		
	Email 2:		
	Email 3:		
<b>Payment</b>	Payment \$8.00		
	Bill My <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/>	Card #	CVV
	Expiration Date:	Street:	
	City:	State:	Zip:
	<b>Failure to provide payment will result in this notice being returned as <b>not filed</b>.</b>		
	Terms and Conditions – <b>Processing fees are due at the time of filing.</b> Fees are non-refundable. Filings will be deemed “filed” when the designated agent receives a complete form and valid payment. Incomplete filings will be returned as not filed and corrections will be subject to an additional processing fee. The individual or entity filing this form assumes all liability for the completeness and accuracy of the form, and for it being “filed” within the time limits specified in Utah state law. Neither the state of Utah, the SCR, nor its designated agent is responsible for lost, late, or misdirected mail. The state of Utah, the SCR, and its designated agent specifically disclaim any liability for the timeliness and accuracy of any filings, including alternate filings submitted according to offline methods (for example, but not limited to, telefax and mail submissions).		
	Signature	Title:	Date:

