



**Alachua County Board of County Commissioners
Department of Growth Management**

10 SW 2nd Ave., Gainesville, FL 32601
Website: <https://growth-management.alachuacounty.us>

Submit to: **Building Division**
Tel. 352.374.5243
Email: building@alachuacounty.us

NOTICE OF COMMENCEMENT

This Instrument Prepared By:

Name: _____
Address: _____
Permit No. _____
Tax Folio No.: _____
State of: _____
County of: _____

THE UNDERSIGNED HEREBY gives notice that improvement(s) 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.DESCRPTION OF PROPERTY: Street Address: _____

Legal Description: _____

2.GENERAL DESCRIPTION IMPROVEMENT(S): _____

3. OWNER INFORMATION: Name: _____ Address: _____

Interest in Property: _____

Fee Simple Titleholder(if other than owner) Name: _____ Address: _____

4.Contractors: Name: _____ Address: _____ Phone: _____

5.SURETY: Name: _____ Address: _____

Amount of bond \$: _____ Phone: _____

6.Lender: Name: _____ Address: _____ Phone: _____

7.Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by Section 713.13(1)(a) 7., Florida Statutes:

Name: _____ Address: _____ Phone: _____

8.In addition to himself, Owner designates the following person(s) to receive a copy of Lienor's Notice as provided in Section 713.(1)(b), Florida Statutes;

Name: _____ Address: _____ Phone: _____

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 or Owner's Authorized Officer/Director Partner/Manager _____

Signatory's Title/Office _____

The foregoing instrument was acknowledged before me by means of _____ physical presence _____ online notarization, this _____ day of _____, _____ (year)

by _____ (name of person) as _____ (type of authority, e.g. officer, trustee, attorney in fact) for _____ (name of party on behalf of whom instrument was executed).

Signature of Notary Public – State of Florida

Print, Type, or Stamp Commissioned Name of Notary Public

Commission Number _____

Personally Known _____ or Produced Identification _____

Verification Pursuant to Section 92.525, Florida Statutes

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.

Signature of Natural Person Signing Above