

This instrument Prepared By:  
Name \_\_\_\_\_  
Address \_\_\_\_\_

NOTICE OF COMMENCEMENT

Permit No. \_\_\_\_\_ Tax Folio No. \_\_\_\_\_  
Sec Twp Rng \_\_\_\_\_

STATE OF Florida  
COUNTY OF Sumter

THE UNDERSIGNED hereby informs all concerned that improvements will be made to certain real property, and in accordance with section 713.13 of the Florida Statutes, the following information is stated in this NOTICE OF COMMENCEMENT:

- 1 Description of property (legal description of property and street address if available):  
\_\_\_\_\_  
\_\_\_\_\_
- 2 General Description of improvement:  
\_\_\_\_\_  
\_\_\_\_\_
- 3 Owner Information  
a. Name and Address \_\_\_\_\_  
b. Phone Number \_\_\_\_\_ Interest in property \_\_\_\_\_  
c. Name and address of fee simple titleholder (if other than owner) \_\_\_\_\_
- 4 Contractor:  
\_\_\_\_\_  
a. Name and Address \_\_\_\_\_  
b. Phone Number \_\_\_\_\_  
c. Fax number (optional, if service by fax is acceptable) \_\_\_\_\_
- 5 Surety  
a. Name and Address \_\_\_\_\_  
b. Amount of bond \$ \_\_\_\_\_  
c. Phone Number \_\_\_\_\_  
d. Fax number (optional, if service by fax is acceptable) \_\_\_\_\_
- 6 Lender  
a. Name and Address \_\_\_\_\_  
b. Phone Number \_\_\_\_\_  
c. Fax number (optional, if service by fax is acceptable) \_\_\_\_\_
- 7 Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided in section 713.13(1)(a)7, Florida Statutes  
a. Name and Address \_\_\_\_\_  
b. Phone Number \_\_\_\_\_  
c. Fax number (optional, if service by fax is acceptable) \_\_\_\_\_
- 8 In addition to himself, Owner designates the following person(s) to receive a copy of the Lienors Notice as provided in Section 713.13(1)(b), Florida Statutes  
a. Name and Address \_\_\_\_\_  
b. Phone Number \_\_\_\_\_  
c. Fax number (optional, if service by fax is acceptable) \_\_\_\_\_
- 9 Expiration date of notice of commencement (the expiration date is 1 year from the date of recording unless a different date is

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 this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
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).

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online  
notarization this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, By \_\_\_\_\_  
(name of person making statement).

\_\_\_\_\_  
Signature of Notary Public – State of Florida

Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_ Type of identification Produced \_\_\_\_\_  
verification pursuant to Section 95.525, 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