
MECHANIC'S & MATERIALMEN'S LIEN & BOND CLAIM WORKSHEET

1. Who owes the money?

(A) Name of company: _____

(B) Contact person: _____

(C) Address: _____

City: _____ State: _____ Zip: _____

(D) Phone number: _____ Fax Number: _____

(E) Principal (Pres., VP, etc.): _____

2. How much is owed? _____

3. Invoices/Documents that support the amount owed: (Please attach documents)

<u>Invoice No.</u>	<u>Amount</u>	<u>Date</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. Any disputes that might be raised regarding the work performed or materials delivered?
If so, please explain:

5. With whom should we consult with your company regarding this account?
