What To Do If You Lack an Exact Project Address

Why project addresses are important

Knowing the correct job site address allows you to secure lien rights on the right property. Your lien rights are tied to a specific parcel of land that you have improved in some way through providing labor and/or materials.

How *zlien* uses project addresses to help you secure lien rights

The job site address allows our Scout Research Team to find and confirm the correct property owner, legal property description, project type, and other project details that may be required to appear on your documents. Getting these details right helps you send a valid notice or file a valid lien and meet all required deadlines.

Tips for entering a job into *zlien* if you lack an exact address

1. Put whatever information you have about the job site location (cross streets, delivery instructions, etc.) in the **Project Address** field. Google Maps will probably not recognize the information you have. Click outside of the text box to close out the Google Maps dropdown menu and continue entering your own information.

2. We'll need a **zip code** (it's a required field) so if you don't have a zip code, we recommend Googling the location to get a zip code approximation. We will confirm this information in our research.

3. Use the **Project Nickname** field to provide additional information. For example, call the project "Telecommunications job on cell tower #1234" or "Walmart on Main St." The more info you can provide the better. This will guide our research team as they confirm your project details.

How to edit the project address after saving the project to *zlien*

You can edit the project address on the project summary page, under the Project Details section of the project.

Got a Scout document alert about your project address?

If our team needs more information or finds a different project address than what was originally provided, they can pause the processing of your order and send you a notification to make sure the address listed on your document is correct. Make sure your Scout Setting for Project Location alerts is "Contact You."