

REQUEST FOR INFORMATION

Party Requesting Information:

(Name, Address and Telephone)

Sent to:

[_____] **Original Contractor**

(Name, Address and License Number)

[_____] **Property Owner**

(Name, Address)

This Request for Information is sent to you in accordance with the New Mexico Mechanics' and Materialmen's Lien Law. This notice is sent on behalf of the above-identified Party Requesting Information by _____. Please provide the Claimant the following requested information by sending it via fax or mail to the following address:

[1] The original contractor's name, address and construction license number, if there is an original contractor on the project;

[2] The owner's name and address;

[3] A legal description of the property or a description sufficient for actual identification of the property;

[4] The name and address of any bonding company or other surety that is providing either a payment or performance bond for the project.

This information is requested so that the Party Requesting Information can provide appropriate notice. The statutes provide that if you fail to provide the information within five (5) days, it may affect your rights in the event of a lien.

Signed this _____ day of _____, 20____

agent of the Party Requesting Information
Signed by: _____

PROOF OF SERVICE AFFIDAVIT

I, _____, being duly sworn, deposes and says that I am over the age of 18 years old, that this affidavit is made upon my own personal knowledge, and that on the ____ day of _____, 20 ____, I served the attached Party Requesting Information to the following party at these stated addresses:

[_____] Property Owner

[_____] Original Contractor

I served the attached document:

[_____] By personally delivering the notice to the identified parties;

[_____] By First Class Certified or Registered Mail service, return receipt requested, postage prepaid.

Signed this ____ day
of _____, 20 ____.

Agent for Claimant

Signed by: _____
Title: _____