

PRELIMINARY NOTICE

(your name or business name) _____ wants to provide you with information about the project located at:

(project address) _____

Information is being provided to the following parties:

Property Owner / Public Entity:

(name of property owner) _____
(property owner's address) _____

General Contractor:

(name of general contractor) _____
(general contractor's address) _____

This information is being provided by:

(your name or business name) _____
(your address) _____

(your name or business name) _ was hired by:

(your address or business address) _____

(your name or business name) _ was hired to provide the following:

(description of labor or materials provided) _____

We are hopeful that the information provided above will help you better manage this project by providing greater visibility.

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_____ was hired by:

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