

**Prepared by/Return to:**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Space Above Reserved for Recorder

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**NOTICE OF SUBSTANTIAL COMPLETION  
Mass. Gen. Laws. ch. 254 §2A**

Commonwealth of Massachusetts

County of \_\_\_\_\_

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Notice is hereby given that the work performed by virtue of a written contract dated  
\_\_\_\_ / \_\_\_\_ / \_\_\_\_ between \_\_\_\_\_ as Owner, and  
\_\_\_\_\_ as Contractor, for the erection, alteration, repair  
or removal of a building, structure, or other improvement of real property described  
below, has been substantially completed as of the date of filing or recording of this  
notice. The lot of land or other interest in real property which is the subject of such  
contract is described as follows:

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(Legal Property Description)

The undersigned Owner hereby states that he has served written notice of the recording or filing of this notice of substantial completion upon every person who has filed or recorded prior to the date this notice is filed or recorded notice of contract under section four of chapter two hundred and fifty-four of the General Laws.

The undersigned Contractor hereby states that he has served written notice of the recording or filing of this notice of substantial completion upon every person who has

entered into a written contract directly with the Contractor or who has given written notice of identification to the contractor prior to the date this notice is filed or recorded as provided in said section four of said chapter two hundred and fifty-four of the General Laws.

The failure of the owner or contractor to give notice of the filing or recording of the notice of substantial completion to those persons so entitled shall not prejudice the rights of third parties who rely upon said notice of substantial completion in good faith and without actual knowledge of such failure of notice.

This, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company Name

Commonwealth of Massachusetts

County of \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, before me the undersigned notary public, personally appeared \_\_\_\_\_ (name of document signer), personally known to me (or proven to me on the basis of satisfactory evidence) to be the person who signed on the preceding document and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

WITNESS my hand and official seal.

(SEAL)

\_\_\_\_\_  
Notary Public

My Commission expires: \_\_\_\_\_