

**INSTRUCTIONS  
FINAL LIEN RELEASE AND WAIVER**

<b>Name of Claimant</b>	Party receiving the progress payment should be identified using full legal name under which this Conditional Waiver is to be executed, including legal status (i.e. sole proprietorship, partnership, limited liability corporation, etc.) Where appropriate, a copy of resolution authorizing individual to act on behalf of entity should be attached.
<b>Project</b>	Provide Project name
<b>Property Address</b>	Provide physical address where the Work was performed
<b>County</b>	Provide county where the Work was performed
<b>Tax Parcel No.</b>	Provide the tax parcel number (also known as the “assessor’s parcel number in some counties) where the Work was performed
<b>Legal Description</b>	Provide legal description for the Property where the Work was performed
<b>Property Owner</b>	Provide all names of property owners. Property owner(s) should be identified using full legal name under which this Final Lien Release is to be executed, including legal status (i.e., sole proprietorship, partnership, limited liability corporation, etc.) Where appropriate, a copy of resolution authorizing individual to act on behalf of entity should be attached.
<b>Release Date</b>	Provide “Release Date” (or date that the Work was completed on or before)
<b>Claimant Signature</b>	To the extent the Owner is an entity, signatory must have the authority to sign on behalf of the Owner-entity and must include the signatory’s printed name, title, signing date, and amount of consideration received.