[Your company name]
[Street address] · [City, State ZIP]
[Phone] · [Email] · [Website]
License # [License #]

Lien waiver and release

Waiver # _____

Date _____

Do not use this template in states that require their own waiver form

These states set lien waiver forms in their statutes: **Arizona, California, Georgia, Massachusetts, Michigan, Mississippi, Missouri, Nevada, Texas, Utah and Wyoming**. In some of them the rule covers only certain waivers or projects. Florida also has statutory forms; they are optional there, but a person may not require a lienor to sign a different form. In all of these states, use the official state form instead of this template, and check with an attorney.

This template is not legal advice. Lien laws differ by state and project type and they change. State list checked October 16, 2026. Find your state at echops.com/licensing and have a local attorney review any waiver before you use it.

TYPE OF WAIVER (CHECK ONE IN EACH ROW)

☐ **Conditional:** takes effect only when the payment is received

☐ **Unconditional:** takes effect when signed. Sign only after you have been paid

☐ **Progress** (partial) payment ☐ **Final** payment

DETAILS

Claimant _____ License # _____

Customer (payer) _____ Property owner _____

Property address _____

Job # _____ Payment amount $ _____

Check / payment ref _____ Work through (progress) _____

Claimant is the company or person giving this waiver. Customer is the party making the payment.

WAIVER AND RELEASE

If Conditional is checked: when the Claimant receives the payment above and it clears, the Claimant waives and releases its lien rights, and any payment bond rights, for labor, services, equipment and materials furnished to the property above: through the date above for a progress payment, or for all work on the project for a final payment. Until the payment is received, this waiver has no effect.

If Unconditional is checked: the Claimant has received the payment above and waives and releases its lien rights, and any payment bond rights, for labor, services, equipment and materials furnished to the property above: through the date above for a progress payment, or for all work on the project for a final payment.

Exceptions: this waiver does not cover retainage, extra work or change orders not yet paid, or these disputed or unpaid amounts:

List any exceptions, or write "None"

Payments to others: the Claimant states that it has paid, or will pay from this payment, its subcontractors, workers and suppliers for the work covered by this waiver.

SIGNATURE

Claimant

_____
Authorized signature

_____ _____
Printed name and title Date

Notary acknowledgment (if your state or the payer requires it)