



# LIEN INQUIRY FORM

DATE: \_\_\_\_\_

From: \_\_\_\_\_

TO: City of Margate  
City Clerk's Office  
5790 Margate Boulevard  
Margate, Florida 33063

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

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

Fax #: \_\_\_\_\_

**NOTE:** Please include all information below to insure a faster response:

**PROPERTY ADDRESS:** \_\_\_\_\_

**FOLIO NUMBER:** \_\_\_\_\_

**LEGAL DESCRIPTION:** \_\_\_\_\_

(e.g. – Lot, Block and Subdivision - use back of form if needed for long legal description)

**NAME OF DEVELOPMENT/SHOPPING CENTER/CONDO:** \_\_\_\_\_

**NAME OF OWNER/SELLER:** \_\_\_\_\_

**ANTICIPATED CLOSING DATE:** \_\_\_\_\_

**TYPE OF PROPERTY:**

<input type="checkbox"/> PRIVATE HOME	<input type="checkbox"/> CONDOMINIUM
<input type="checkbox"/> COMMERCIAL	<input type="checkbox"/> MULTIPLE DWELLING
	<input type="checkbox"/> TOWNHOUSE

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

**NOTE: \$25 minimum service fee** required for each inquiry for each individual property or individual meters for commercial properties and \$75 for Rush service. Additional charges of \$25.00 per hour will be charged if request requires more than 1 hour of clerical time. **NO REQUEST WILL BE PROCESSED WITHOUT THE \$25 REMITTANCE.** Also, include a self-addressed, stamped envelope (S.A.S.E.) for the return of your original request even if you are asking for the response to be faxed to you. **If the property is located in Coconut Creek, please contact that city for liens other than water and sewer. \$75 Rush requests received after 4 p.m. on Thursday may not be processed until the following week.**

**Disclaimer of Liability:** The foregoing information is believed to be reliable, but is not guaranteed as to accuracy or completeness by the city of Margate. In no event shall the city of Margate be liable for any direct, indirect, incidental, consequential, special or exemplary damages of any kind of nature whatsoever arising out of or in connection with the provisions of this information.

This information is subject to change without notice.

Approved as to form  
James A. Cherof, City Attorney  
2018.50

Revised 12/03/18 LnInqryFrm