



LICENSED & BONDED PRELIMINARY NOTICE SERVICE

WHEN COMPLETE FAX OR EMAIL TO 877.828.6009

support@assetresearch.com

PO Box 7562 Chandler AZ 85246
Voice (800) 783-9636

New Client Information

Company Information:

Company Name:
Branch Name/Code:
Street Address:
City State Zip:
Billing Address:
City, State Zip:
Main/Principal Owner
Phone:
Title
Secondary Contact
Phone:
Title
Federal Tax ID :
Website:
Main Email address:

State Contractors License #

State ROC #

- Operating as
Subcontractor
General Contractor
Supplier

- Business operated as
Corporation
Sole proprietor
Partnership
Other

What is your general description of your labor/materials? Ex. You are hereby notified that the claimant has furnished labor, professional services, materials, machinery, fixtures or tools to the following general description: described as.....

Who would you like your email confirmations sent to? Once you have submitted your request to notice, we send you and email confirmation that your request is being processed.

Name Email
Name Email
Name Email

Who would you like to have your statements emailed to? We have the capabilities to email your statements in pdf form or csv format

Name Email
Name Email
Name Email

Would you like to have copies of your preliminary notice emailed to you?

Name Email
Name Email
Name Email



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Who can we contact if we need additional project information?

Name PH Email
Name PH Email
Name PH Email

Do you want us to Research your notice request or do you have everything you need?

Don't worry - you have a choice later when you enter your request information.

- Yes, I want the notice researched
No, I dont want the notice researched
Both

How did you hear about us?

Trade References

Name:
Address:
Relationship:

Name:
Address:
Relationship:

Name:
Address:
Relationship:

Payment

- Payment is due on the 10th of the month and considered delinquent on the 25th of the month.
Outstanding balance may be subject to 1.5% finance charge, \$1.00 minimum.
Work will not be processed for any account which is 30 days or more past due.
All charges and information as it appears on monthly statement will be considered correct unless contact is made directly with us within 30 days of statement date.
All payments should be made payable to Asset Research Services. Please include client number on all remittance.
Contact our Accounts Receivable department at (480) 397-9182 to arrange payment via Visa, MasterCard or American Express. Automatic credit card payment is available with signed credit card authorization.



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Looking for access online 24/7?

RWS WEB PORTAL ACCESS

Go green with ARS's web based preliminary notice management website. Log on to our website 24/7 to request new notices and manage existing ones. Our site offers our clients complete control over the entire process from creation to completion via the web.

FEATURES INCLUDE

- Multiple Location Management
User Access Control
Real-time Status level tracking
Access to PDF copies of completed notices
Report generation via a myriad of criteria
Quick waiver generation with digital signature and company logo
User Defaults

Best of all access to the ARS Web Portal is absolutely free.

Provide us with your users:

First name: Last name: Email:
PH
List the branches you want visible

First name: Last name: Email:
PH
List the branches you want visible

First name: Last name: Email:
PH
List the branches you want visible

The undersigned agrees that if credit is extended by the company or its subsidiaries that payment will be made by the 10th of the month following services. On the 25th of each month a 1.5% service charge will be added to delinquent accounts (with a minimum \$1.00 charge). In the event that it becomes necessary to engage legal assistance to collect a delinquent account, the undersigned agrees to pay all costs of collection plus reasonable attorneys fees. I/We here-by authorize any institution to release credit information concerning myself/ourselves or business to the company and subsidiaries to disclose factual information regarding record of payment. Each person undersigned, individually, and jointly and severally, personally guarantees payment, immediately when due, of all indebtedness and/or liabilities, of whatever character, now owing, or which may hereafter be owing, or become due, from the above-identified business to the creditor being given this credit application and personal guaranty. The furnished credit, and a separate action or actions may be brought and prosecuted against guarantors, or any of them, whether action is brought against the business being extended credit or whether the business being extended credit is joined in any such action or actions. An action may be brought against the guarantors, or any of them, without the necessity of the creditor making a formal demand on the principal debtor for payment and without first having proceeded against the principal debtor. Venue for a legal action which arises as a result of debtor/guarantor's failure to pay amounts justly due and owing upon proper demand therefore, shall be in the State of Arizona, Maricopa County.

Date:

Signature of Applicant:

Printed Name:

Title:

Email

Phone#



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Asset Research Services, Inc. has been working with the construction Lien Laws for over 27 years. We offer a variety of Lien Services in the fifty states. Our services include Preliminary Notice, Notice to Owner, Claim of Lien, Notice of Intention to Claim Lien, Amended Lien, Waiver and Release of Lien, Miller and Little Miller Act Claim.

**Price List**

AVG FEE BASED ON VOLUME	
<b>NTO/PRELIMINARY NOTICE</b> <small>*Postage and handling fees will be assessed on all Preliminary Notices</small>	<b>\$17 - \$30</b>
<b>*Call for pricing on Texas Notices</b>	
<b>Other Services And Fees</b>	
<b>Claim of Lien</b>	<b>\$200-250</b>
<b>Miller Act Claim</b>	<b>\$200</b>
<b>Little Miller Act Claim</b>	<b>\$200</b>
<b>Release of Lien</b>	<b>\$20</b>
<b>Preliminary Notice – Not Verified</b> <i>(submittal via Internet only)</i> <small>*Postage and handling fees will be assessed on all Preliminary Notices</small>	<b>\$6.50</b>

**High Pre-Lien Value Surcharge Fee**

Up to \$250,000	None
\$250,000 - \$500,000	\$15
\$500,000 - \$1,000,000	\$20
\$1,000,000 and up	\$25

**Other Surcharges Fee**

Rush Fee ( <i>Less than 3 WORKING days to process</i> )	
100% of doc fee	
Incomplete Project Address	\$10
Multiple Lots	\$10 per lot

Prices subject to change- Please contact your Sales Team / Customer Support for updates