

State of Texas

### 3<sup>RD</sup> MONTH NOTICE OF UNPAID BILLS FOR PUBLIC WORKS PROJECTS

Client Directive to Asset Research Services, Inc.

Send completed notarized form and required attachments via Fax to (480) 496-5735 or via Email to [TexasSwornStatement@AssetResearch.com](mailto:TexasSwornStatement@AssetResearch.com)

Date:	
ARS Client Name:	
Your Name:	
Phone# / Fax#:	
Email Address:	
Job#:	
Purchase Contractor:	
General / Prime Contractor:	
Estimated Cost on Doc\$:	
Current Unpaid Amount:	
Labor/Materials furnished pursuant to an:	Oral / Written (circle one)
<b>Total # of Invoice/Statement Pages Attached (FILL-IN):</b>	

The above amount includes contractual retainage in the amount of \$ \_\_\_\_\_ which is now due to our firm. In addition to the above amount, the sum of \$ \_\_\_\_\_ has been withheld from us, which amount is not yet due according to our contract with \_\_\_\_\_.

State of \_\_\_\_\_:

#### SWORN STATEMENT OF ACCOUNT

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

Before me, the undersigned authority on this day personally appeared \_\_\_\_\_, who being by me first duly affirmed, on affirmation states that:

- 1) My name is \_\_\_\_\_; I am the authorized representative and am authorized to make this affidavit;
- 2) \_\_\_\_\_ has a claim in the amount of \$ \_\_\_\_\_ dollars for the labor performed and or materials delivered during the month(s) of \_\_\_\_\_ for \_\_\_\_\_.
- 3) The amount of this claim is just and correct, and all lawful offsets, payments and credits know to the undersigned have been allowed.
- 4) The amount of any retainage application to the account on which the claim is made which have not yet become due by virtue of the terms of the contract on which the above claim is \$ \_\_\_\_\_.
- 5) The invoices or statements attached hereto are true and correct copies of the originals of the same which were sent to \_\_\_\_\_.

\_\_\_\_\_  
Signature  
Representative of \_\_\_\_\_

Subscribed and sworn to me this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for  
The State of \_\_\_\_\_