

CLEAR LIEN CERTIFICATE FORM

NAME_____

PROJECT_____

CONTRACT FROM _____

TO _____ DATED _____

FILED _____ FILE NO. _____ BOOK _____ PAGE _____

AMOUNT _____ PROJECT _____

ACCEPTANCE FROM _____

TO _____ DATED _____

FILED _____ FILE NO. _____ BOOK _____ PAGE _____

AMOUNT _____ PROJECT _____

1. _____ FROM _____

TO _____ DATED _____

FILED _____ FILE NO. _____ BOOK _____ PAGE _____

AMOUNT _____ DESCRIPTION _____

2. _____ FROM _____

TO _____ DATED _____

FILED _____ FILE NO. _____ BOOK _____ PAGE _____

AMOUNT _____ DESCRIPTION _____

3. _____ FROM _____

TO _____ DATED _____

FILED _____ FILE NO. _____ BOOK _____ PAGE _____

AMOUNT _____ DESCRIPTION _____

HOW TO REQUEST A CLEAR LIEN CERTIFICATE

**** After the 45 – day period following the recordation of Acceptance.**

**** The request shall be on company letterhead with an Original signature.**

**** Listed on the letter shall be the following:**

Description of recording information for each instrument

- a. Original Contract**
- b. Any change orders (in date order)**
- c. Any other recording affecting the project**
- d. Acceptance**
- e. PROJECT NAME OR IDENTIFICATION**
- f. There is a \$30.00 fee which should be included**

Checks are made to the order of

CAMERON PARISH CLERK OF COURT

EXAMPLE:

Must be listed for each (a) thru (e)

Contract From: _____

To : _____

Dated: _____

Recorded Date: _____ **Instrument Number** _____

Contract Amount: _____ **Project Number** _____

Description: _____

***** Substitute the word “Contract” for the name of the instrument being described.**

Call 337-775-5316 and ask for Madison Guilbeaux or Susan Racca with questions before submitting.

The request and payment may be mailed to along with a SASE.

CAMERON PARISH CLERK OF COURT

P. O. BOX 549

CAMERON, LA 70631