

# **REQUEST FOR NOTICE OF TERMINATION OR ABANDONMENT**

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**PARTY SENDING NOTICE** (Name & Address)

Property where improvements and/or construction is being performed by the Party Sending Notice is described as follows (the "**PROPERTY**"):  
(Municipal Address)

**PROPERTY OWNER** (Name & Address)

**DESCRIPTION OF IMPROVEMENT**

This project involves the construction of the following described improvement:

**HIRING CONTRACTOR** (Name & Address)

Description of work performed by the Party Sending Notice (**Services**):

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THIS IS NOT A LIEN. NOTICE IS HEREBY PROVIDED to you that the above-identified Party Sending Notice has a contract with the above-identified Hiring Contractor to perform work on the above-identified Property and Improvement. While we trust this project will reach a successful conclusion, we request that you provide us notice if the general contractor is terminated or if the contract for construction is abandoned as per Texas Property Code § 53.107.

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Signed this \_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Agent for Party Providing Notice  
Signed by: \_\_\_\_\_  
Title: \_\_\_\_\_

**PROOF OF SERVICE AFFIDAVIT**

I, \_\_\_\_\_, being duly sworn, deposes and says that I am over the age of 18 years old, that this affidavit is made upon my own personal knowledge, and that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, I served the attached Request for Notice of Termination or Abandonment to the following parties at these stated addresses:

[ ] Property Owner [ ] \_\_\_\_\_

I served the attached document:

[ ] By personally delivering the notice to the identified parties;

[ ] By First Class Certified or Registered Mail service, return receipt requested, postage prepaid.

Signed this \_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Agent for Party Providing Notice  
Signed by: \_\_\_\_\_  
Title: \_\_\_\_\_