

THIRD MONTH NOTICE

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:

ORIGINAL CONTRACTOR (Name & Address)

Amount Currently Owed

Amount Currently Unpaid: \$ _____

HIRING CONTRACTOR (Name & Address)

Month(s) Work Performed:

For all work that has not been paid, list the month(s) when that work was performed at the Property:

Description of work performed by the Party Sending Notice, or _____ Invoice Attached identifying work (**Services**):

THIS IS NOT A LIEN. NOTICE IS HEREBY PROVIDED to you that the above-identified Party Sending Notice has performed the above-described Services during the above-listed Month(s) Work Performed. This work was performed in connection with the above-referenced Description of Improvement, and performed upon the above-identified Property. The above-identified Amount Currently Owed is currently unpaid and owing for such work, including any agreed retainage.

To preserve our rights under Texas law to file a lien against the Property, we are required to inform you that if this payment deficiency is not paid or settled, you, as the property owner, may be personally liable and your Property may be subjected to a lien for the Amount Currently Owed unless you take the precaution of withholding funds sufficient to pay the amount due us from payments due to your original contractor.

Further, PLEASE TAKE NOTICE that the Party Sending Notice makes demand upon you for payment of the Amount Currently Owed under § 53.083, and request that you forward to us any funds held for the original contractor to pay this claim, unless the original contractor disputes this claim, as per law.

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 Third Month Notice to the following parties at these stated addresses:

Property Owner

Original Contractor

Hiring Contractor

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: _____