

# NEW YORK BOND FILING AGENT

50 East 42nd Street - Suite 2600  
New York, NY 10017

## Bond Discharging Mechanic's Lien

We request New York Bond Filing Agent prepare and file a Mechanic's Lien Discharge Bond on our behalf. The information we provided is true and correct. We assume responsibility in the event information we provided is incorrect.

- 1- Petitioner's Exact Name (or Entity): \_\_\_\_\_
- 2- Our Address: \_\_\_\_\_ Suite/FL \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
- 3- Our Telephone #: \_\_\_\_\_ Email Address \_\_\_\_\_
- 4- Officer's Name (Member of the Entity): \_\_\_\_\_
- 4a- Officer's Title (Member, President, Corporate Secretary, Etc.): \_\_\_\_\_
- 5- What is your role in the situation (Property owner, General Contractor, Sub, Etc.): \_\_\_\_\_
  
- 6- Address of Property Liened: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_
- 7- Party Who Filed the Lien: \_\_\_\_\_
- 7a- Their Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
- 8- Date Lien was Filed: \_\_\_\_\_
- 9- Amount of Lien: \$ \_\_\_\_\_
- 10- Do you have a copy of the Lien? (A copy of the Lien is required for filing.) \_\_\_\_\_ (YES / NO)
- 11- Have you obtained the Surety Bond? \_\_\_\_\_ (YES / NO) If not, we can refer you to a Surety Company.

I/We agree to pay New York Bond Filing Agent **\$850.00** for their services. For Bonds filed in New York County, there is a **\$250.00** surcharge. Rejections will incur a **\$250.00** charge to resubmit for filing. I/We agree that services commence upon their receipt of this document. I/We are aware that New York Bond Filing Agent is a Filing Agent and not a party to this action. I/We agree New York Bond Filing Agent is not a law firm, and our employees are not acting as your attorney.

Signed: \_\_\_\_\_ Date \_\_\_\_\_

# NEW YORK BOND FILING AGENT

50 East 42nd Street - Suite 2600  
New York, NY 10017

## PLEASE FOLLOW INSTRUCTIONS:

Filing Cost is \$850.00

For Bonds filed in New York County, there is a \$250.00 surcharge.

Rejections will incur a \$250.00 charge per resubmission.

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_ CCV Code (3 or 4 digit code): \_\_\_\_\_

Email Intake document and this form to:

[Info@NewYorkBondFiling.com](mailto:Info@NewYorkBondFiling.com)

**\*\*If paying by check email/fax with this document\*\***

---

## LIMITED POWER OF ATTORNEY – DISCHARGING MECHANIC’S LIEN

Applicant / Petitioner, appoints the following as my Attorney-in-Fact, whom I trust with a specific financial act or acts immediately upon the authorization of this form, and I grant the power to act as if I were personally present to

**Jennifer Spinning** (Name of Attorney-in-Fact), residing at **50 East 42nd Street - Suite 2600, New York, NY 10017**, employee of **New York Bond Filing Agent**, grant the Attorney-in-Fact the legal authority for the specific financial act, listed below, on my behalf that can be any power legal under law in the State of New York.

The specific financial act I grant my Attorney-in-Fact to sign on my behalf is: **Discharging of Mechanic’s Lien Bond.**

**This Limited Power of Attorney is valid for the filing of the Discharging of Mechanic’s Lien Bond; upon completion of the filing, this Power of Attorney is no longer valid.**

---

This is to certify that I am officer of:

---

(Name of Entity),

Jennifer Spinning of New York Bond Filing Agent is our authorized agent for the purpose of filing a Mechanic’s Lien Discharge Bond on our behalf.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_