

Service Agreement

National Lien & Bond Services, LLC
428 E. Thunderbird Rd.
Suite #131
Phoenix, AZ 85022
Phone: (602) 635-4629
Fax: (602) 635-1954

National Lien & Bond Services, LLC, an Arizona Limited Liability Company, **herein after National Lien**, will provide clerical and related information gathering services for the preparation and purpose of preliminary notices and all related claims relating thereto, according to the following terms and conditions.

1. National Lien will prepare and process preliminary notices/claims for customers after receiving such request in writing, via mail, e-mail, or fax, from the customer, or an authorized agent for said customer. The customer agrees to provide the following information.
 - Customer's name, address and telephone number
 - Job site name and address
 - Materials and/or labor to be furnished
 - Owner, General Contractor, and Lender information- if known
 - Date job started or planned starting date
 - Estimated cost of labor and/or materials to be supplied to said job
2. The customer will provide above information, allowing at least seven business days for processing and service, except for expedited service offered by National Lien. National Lien will process the preliminary notice/claim based on the information provided by the customer. Customer acknowledges that National Lien will rely on the information provided by customer, and any inaccuracy in such information provided by customer is not the responsibility of National Lien. Customer agrees to review any documents from National Lien to insure their accuracy. In no event will National Lien be responsible for notices and/or claims that are inaccurate or invalid based on information provided by customer. **Customer is advised to monitor the job progress, and immediately inform National Lien of any changes to the job that require changes to the preliminary notice and/or claim.**
3. National Lien will gather all appropriate information, other than that set forth above, from one or more of the following public and/or private sources:
 - Direct contact with the reputed Contractor, reputed Owner of the real property and/or direct contact with the reputed Lender- Ownership information from county tax assessment records and/or building permits on file in the city or county of the job site.
4. The services provided by National Lien are designed to provide all customers with accurate and timely preparation for service of preliminary notices and all related claim notices. Every reasonable effort will be made to gather reliable information; all information is gathered from outside public records and private sources without independent verification. Accordingly, no representation is made as to its ultimate accuracy.
5. **National Lien does not engage in providing legal advice and is not in the practice of law.**
The customer agrees to hold National Lien, its officers, agents, and employees harmless for all claims resulting from any loss, damage or injury, of any and every nature whatsoever, including special or consequential damages, including attorneys fees resulting from, or in any way connected with, the preparation, service and/or recording of preliminary notices, related claim notices, or other services rendered. National Liens has explained that notices and filings must contain statutory information and timeframes required by statute must to be strictly adhered to. The customer hereby releases National Lien of any liability due to the timeliness or wrongful filing of notices, liens or claims.
The customer appoints National Lien as limited agent to execute preliminary notices or related claim notices and to complete the requisite declarations of service. National Lien will provide a completed copy of each preliminary notice and/or related claim notice to customer.
The customer agrees to pay for the above referenced services upon receipt of invoices. All past due invoices will be subject to 1.5% per month late fee for all outstanding balances.
In the event of a default in payment, the customer agrees to pay reasonable attorney fees and collection costs. Customer agrees that any such proceeding shall take place in Maricopa County, AZ. Customer understands that they are waiving their right to litigate outside of Maricopa County, AZ. Fees are subject to change without notice.

The undersigned agrees to unconditionally guarantee payment of all sums owed pursuant to this Agreement and further agrees to its terms regarding venue. This is intended to be, and is, a continuing guarantee and shall not be revoked except by written notice to National Lien.

Guarantor Signature

Guarantor Signature

Guarantor Name/Title (Please Print)

Guarantor Name/Title (Please Print)

(Full Company Name) (Please Print)

Dated: _____

(Signature of AZ National Authorizing Agent)

Company Contact Form

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Phone: (602) 635-4629

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Legal Company Name

License Number

Street Address

City

State

Zip Code

Office Phone

Fax Number

Contact Person

Contact Person Phone /Extension

E-mail address

Type of product or service your company furnishes

Person providing company information

Estimated Notices Per Month: _____

How did you hear about us?

_____ Referral Who may we thank? _____

_____ Online Please specify website: _____

_____ Other Please specify: _____