

# LIEN SEARCH REQUEST



Town of Dundee  
 PO Box 1000  
 202 E Main Street  
 Dundee, FL 33838-1000  
 863-438-8330  
 863-438-8339(fax)  
[bhenley@townofdundee.com](mailto:bhenley@townofdundee.com)

DATE: \_\_\_\_\_

## PROPERTY DESCRIPTION:

Parcel ID #: \_\_\_\_\_

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

State: \_\_\_\_\_

Owner of Record: \_\_\_\_\_

## REQUESTING PARTY CONTACT INFORMATION:

Name of Business: \_\_\_\_\_

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

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

City/State: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

### TYPE OF SEARCH

\_\_\_\_\_ Same Day \$40.00

(Same Day Request must be submitted before 2:00 pm)

\_\_\_\_\_ One Day \$30.00

\_\_\_\_\_ Three Day \$25.00

NOTE: Use of this service carries a 2.95% processing fee with a minimum of \$2.00

## SPECIAL INSTRUCTIONS:

I hereby request that the Town of Dundee conduct a search of outstanding liens and assessments on the property cited above. I have paid the non-refundable lien search fee. I understand that performance of the lien search will not relieve the requesting party from the responsibility of searching the public records of Polk County, Florida for any and all other liens or other documents recorded by the Town of Dundee against the property and/or property owner.

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

DATE RECEIVED		
BUILDING DEPT	CODE ENFORCEMENT	FINANCE DEPT
FINDINGS		
BUILDING DEPT	CODE ENFORCEMENT	FINANCE DEPT