

Recording Requested By:

When Recorded Mail To:

Name

Street  
Address

City &  
State

SPACE ABOVE THIS LINE FOR RECORDERS USE

## NOTICE OF COMPLETION

(CA Civil Code §§ 8180-8190, 8100-8118, 9200-9208)

### NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is an owner of an interest of estate in the hereinafter described real property, the nature of which interest or estate is:  
\_\_\_\_\_ (e.g. fee, leasehold, joint tenancy, etc.)
2. The full name and address of the undersigned owner or reputed owner and of all co-owners or reputed co-owners are:  
Name \_\_\_\_\_ Street and No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. The name and address of the direct contractor for the work of improvement as a whole is:  
\_\_\_\_\_
4. This notice is given for (check one):  
☐ Completion of the work of improvement as a whole.  
☐ Completion of a contract for a particular portion of the work of improvement (per CA Civ. Code § 8186).
5. If this notice is given only of completion of a contract for a particular portion of the work of improvement (as provided in CA Civ. Code § 8186), the name and address of the direct contractor under that contract is:  
\_\_\_\_\_
6. The name and address of the construction lender, if any, is:  
\_\_\_\_\_
7. On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, there was completed upon the herein described property a work of improvement as a whole (or a particular portion of the work of improvement as provided in CA Civ. Code § 8186) a general description of the work provided:  
\_\_\_\_\_  
\_\_\_\_\_
8. The real property herein referred to is situated in the City of \_\_\_\_\_, County of \_\_\_\_\_  
State of California, and is described as follows:  
\_\_\_\_\_  
\_\_\_\_\_
9. The street address of said property is:  
\_\_\_\_\_  
\_\_\_\_\_
10. If this Notice of Completion is signed by the owner's successor in interest, the name and address of the successor's transferor is:  
\_\_\_\_\_  
\_\_\_\_\_

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

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

By: \_\_\_\_\_

Signature of Owner of Owner's Authorized Agent

## VERIFICATION

I, \_\_\_\_\_, state: I am the \_\_\_\_\_ ("Owner", "President", "Authorized Agent", "Partner", etc.) of the Owner identified in the foregoing Notice of Completion. I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_\_ (date), at \_\_\_\_\_ (City), \_\_\_\_\_ (State).

\_\_\_\_\_  
Signature of Owner or Owner's Authorized Agent

## PROOF OF SERVICE DECLARATION

I, \_\_\_\_\_, declare that I served copies of the above **NOTICE OF COMPLETION**, (check appropriate box):

- a. ☐ By personally delivering copies to \_\_\_\_\_ (name(s) and title(s) of person served) at \_\_\_\_\_ (address), on \_\_\_\_\_, \_\_\_\_\_ (date), at \_\_\_\_\_, \_\_\_\_\_ .m. (time)
- b. ☐ By Registered or Certified Mail, Express Mail or Overnight Delivery by an express service carrier, addressed to each of the parties at the address shown above on \_\_\_\_\_, \_\_\_\_\_ (date).
- c. ☐ By leaving the notice and mailing a copy in the manner provided in § 415.20 of the California Code of Civil Procedure for service of Summons and Complaint in a Civil Action.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_\_ (date), at \_\_\_\_\_ (City), \_\_\_\_\_ (State).

\_\_\_\_\_  
(Signature of Person Making Service)

## STATE OF CALIFORNIA COUNTY OF \_\_\_\_\_

On \_\_\_\_\_, \_\_\_\_\_ (date), before me, \_\_\_\_\_, Notary Public (name and title of officer) personally appeared \_\_\_\_\_ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PURJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

\_\_\_\_\_  
Signature