

Corporation

**INSTRUCTIONS FOR
FINAL RELEASE OF LIEN**

Name (party of the First Part): (1) _____

Description of What Was Constructed: (2)

Project Address or Location: (3)

KNOW ALL MEN BY THESE PRESENTS, that the party of the First Part for and in consideration of the sum of \$10.00 and other good and valuable consideration paid to the party of the First Part by Broward County, Florida (party of the Second Part), address 2555 West Copans Road, Pompano Beach, Florida, 33069, receipt of which is hereby acknowledged, do hereby release and quit claim to Broward County, Florida, its successors or assigns, all liens, lien rights, claims or demands of any kind whatsoever, which now party of the First Part have or might have against the property, building and/or improvements, on account of labor performed, material furnished, and/or for any incidental expense for the construction as described above at the address or location described above.

(signed on the following page)

IN WITNESS WHEREOF party of the First Part has caused its corporate name to be hereunto signed by its proper officers thereunto duly authorized.

Corporate Name: (4) _____

Signature: (5) _____

Type Name: (6) _____

Title: (7) _____

Address: (8) _____

ATTEST (not required if witnessed below)

Corporate Secretary Signature: (9) _____

(CORPORATE SEAL)
(not required if digitally signed by Secretary)
(11)

Typed Name: (10) _____

WITNESSES (not required if attested by Secretary above)

Witness One Signature: (12) _____

Witness Two Signature: (12) _____

Witness One Typed Name: (13) _____

Witness Two Typed Name: (13) _____

ACKNOWLEDGEMENT

State of: (14) _____

Date: (16) _____

County of: (15) _____

The foregoing instrument was acknowledged before me this date by (17) _____

, officer (or agent) of the above named corporation on behalf of the corporation. He/ she

(18) _____ Type of Identification Produced: (19) _____

Notary Signature: (20) _____

(NOTARY SEAL)
(not required if digitally signed by Notary)
(22)

Type Name: (21) _____

Instructions

- (1) Type in the name of the Corporation.
- (2) Type in a description of the significant components of the water and wastewater FACILITIES, for example:
800 feet of water main, 1 hydrant, 2 valves, 432 feet of gravity sewer, 2 manholes
Condense the list as necessary to fit in the space provided. FACILITIES mean all potable water and/or wastewater and/or reclaimed water utility related facilities constructed and/or altered in rights-of-way or easements, and any other portions to be turned over for WWS ownership and maintenance. Do not include portions that are not to be owned or maintained by WWS.
- (3) Type in the project address or location.
- (4) Type in the name of the Corporation (same as #1).
- (5) Signature of authorized representative of the Corporation. See below.
- (6) Type in the name of signatory.
- (7) Type in the corporate title of signatory.
- (8) Type in the address of the Corporation.
- (9) Signature of Secretary of the Corporation. See below.
- (10) Type in the name of the Secretary of the Corporation; required only if the document is signed by the Secretary of the Corporation.
- (11) Affix corporate seal; required only if the document is signed by the Secretary of the Corporation; not required if document is digitally signed.
- (12) Signature of witnesses; required only if the document is not attested by the Secretary of the Corporation. See below.
- (13) Type in the name of the witness; required only if the document is signed by a witness.
- (14) Select (or type in) the State in which the document was notarized.
- (15) Type in the County (or local equivalent) in which the document was notarized.
- (16) Select (or type in) the date the document was notarized.
- (17) Type in the name of the corporate signatory (same as # 6).
- (18) Select (or type in) how the corporate signatory is known to the notary.
- (19) Type in the type of identification produced; required only if 'Produced Identification' was selected for #18.
- (20) Signature of notary. See below.
- (21) Type in name of notary.
- (22) Affix notary seal; not required if document is digitally notarized.

If this document is signed by the President, Vice President or CEO of the corporation, the Secretary of the Corporation must attest and affix the corporate seal. Witnesses are not required, however they can be used as a substitute for the Secretary of the Corporation and the corporate seal. If this document is not signed by the President, Vice President or CEO of the corporation, the Secretary of the Corporation does not attest and two witnesses are required. Additionally a corporate resolution must be supplied evidencing authority to execute this document on behalf of the corporation.

Two methods of signature are acceptable:

- (a) The document can be printed, then the paper document signed using pen and ink;
- (b) The document can be digitally signed, which requires each signatory to have a digital certificate.

While either method is acceptable, mixing the two methods in the same document is not acceptable.