



RESIDENTIAL INSPECTION FUNDING INSTRUCTIONS

PLEASE CALL ASI AT LEAST 48 HOURS PRIOR TO THE REQUESTED INSPECTION DATE.

FILL OUT REQUISITION FOR PAYMENT AS FOLLOWS ~ THIS FORM **MUST** BE SIGNED BY BOTH PARTIES. (OWNER AND BUILDER)

- A) LABEL EACH CATEGORY UNDER DESCRIPTION.
- B) TOTAL OF CATEGORY UNDER "THIS REQ".
- C) TOTAL ALL CATEGORIES AT BOTTOM.
- D) DO NOT USE "COMMENT AREA FOR ASI USE ONLY".

COMPLETE LIEN AFFIDAVIT (AND/OR LIEN WAIVERS IF REQUIRED
(NOTE: LIEN WAIVERS ARE REQUIRED IN MASSACHUSETTS.)

PLEASE HAVE ALL PAPERWORK IN ORDER FOR INSPECTION DATE TO ENSURE TIMELY PROCESSING OF DISBURSEMENT.

PLEASE CONTACT ASI FOR INFORMATION ON DEPOSITS FOR ORDERING OF WINDOWS OR CABINETS.

IF YOU HAVE ANY QUESTIONS PLEASE CALL ASI MONDAY THROUGH FRIDAY, 9:00 AM ~ 5:00 PM. IF LEAVING A MESSAGE, **PLEASE REFER TO PROJECT NAME, BANK AFFILIATED AND CONTRACTOR WITH ALL MESSAGES.**

ASI 11A Hampton Road, Exeter, NH 03833 / Phone: 772-1180 / Fax: 772-1181

REQUISITION FOR PAYMENT

[illegible]

Rev. 2/07

SAMPLE

REV. 4/27/07

LIEN AFFIDAVIT

(PLEASE PRINT CLEARLY IN ALL AREAS EXCEPT SIGNATURE)

DATE OF THIS INSTRUMENT: 26th DAY OF April, 2007

AMOUNT OF REQUESTED DISBURSEMENT: \$ 67,550-

NAME OF BUSINESS REQUESTING FUNDS: XYZ CONSTRUCTION

NAME OF INDIVIDUAL REQUESTING FUNDS: JIM CARPENTER

NAME OF
PROPERTY OWNER: PETER WANNAHOME

ADDRESS OF
PROPERTY: 789 MAIN STREET

THE UNDERSIGNED MORTGAGOR (OWNER) OR MORTGAGOR'S AGENT (BUILDER/SUB-CONTRACTOR/SUPPLIER) HEREBY CERTIFIES TO THE CONSTRUCTION MORTGAGEE (BANK/LENDER), THAT ALL WORK FOR WHICH THE REQUESTED DISBURSEMENT IS TO BE MADE HAS BEEN COMPLETED AND THAT ALL SUB-CONTRACTORS AND OR THEIR SUPPLIERS OF MATERIAL AND, OR LABOR HAVE BEEN PAID FOR THEIR SHARE OF SUCH WORK OR WILL BE PAID OUT OF THIS DISBURSEMENT THROUGH THE DATE LISTED ABOVE.

James Carpenter
SIGN BY INDIVIDUAL REQUESTING FUNDS
(MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC)

TO BE FILLED OUT BY NOTARY PUBLIC

STATE OF: MASSACHUSETTS COUNTY OF: ESSEX

SUBSCRIBED AND SWORN TO BEFORE ME, THIS 26th DAY OF April, 2007

NOTARY PUBLIC: _____

MY COMMISSION EXPIRES:

LIEN WAIVER

(PLEASE PRINT CLEARLY IN ALL AREAS EXCEPT SIGNATURE AND WITNESS)

TO ALL WHOM IT MAY CONCERN:

THE UNDERSIGNED
BUSINESS: Solid Foundation Co

INDIVIDUAL: JOE CONCRETE

UNDER AN AGREEMENT
WITH: XYZ CONSTRUCTION

PROPERTY LOCATED AT: 789 MAIN STREET
ANYTOWN MA 12345

THE OWNERS OF SUCH PROPERTY ARE: PETER WANNABOME

THEREFORE, THIS 30th DAY OF April, 2007, FOR AND IN CONSIDERATION OF THE SUM OF \$ 10,000 HAS BEEN PAID AND RECEIVED, THE UNDERSIGNED DOES HEREBY WAIVE AND RELEASE ANY LIEN RIGHTS TO, OR CLAIM OF LIEN WITH RESPECT TO AND ON SAID ABOVE DESCRIBED PREMISES, AND THE IMPROVEMENTS THEREON, AND ON THE MONIES OR OTHER CONSIDERATIONS DUE OR TO BECOME DUE FROM THE OWNER, ON ACCOUNT OF LABOR, SKILL, SERVICE, MATERIAL AND/OR EQUIPMENT FURNISHED BY THE UNDERSIGNED TO OR FOR THE ABOVE DESCRIBED PREMISES AND IMPROVEMENTS THEREON TO THIS DATE WITHOUT PREJUDICE TO ASSERT ANY LIEN AS TO FUTURE DELIVERY, PERFORMANCE OR FURNISHING THAT INCREASE TOTAL VALUE DELIVERED, PERFORMED OR FURNISHED TO MORE THAN THE AMOUNT STATED ABOVE.

SIGNATURE

WITNESS



11A HAMPTON ROAD • EXETER, NH 03833-4807 • BUS. 603-772-1180 / FAX: 603-772-1181

REQUISITION FOR PAYMENT

PKG.#	CUSTOMER
REQ. #	CONTRACTOR

Original Contract Amount	\$	_____
Net Change Per Change Orders	\$	_____
Revised Contract to Date	\$	_____

Total Amount Completed to Date	\$	_____
Less Retainage (if applicable)	\$	_____
Total Amount Earned to Date	\$	_____
Less Previous Payments	\$	_____
Current Payment Requisitioned Hereunder	\$	_____

CUSTOMER SIGNATURE			CONTRACTOR SIGNATURE	
DESCRIPTION	THIS REQ		FOR ASI USE ONLY	
			DATE INSP.	DATE RET'D
			TIME INSP.	INSPECTOR
TOTAL REQ.	\$		INSPECTOR SIGNATURE	

LIEN AFFIDAVIT

(PLEASE PRINT CLEARLY IN ALL AREA'S EXCEPT SIGNATURE)

DATE OF THIS INSTRUMENT: _____ DAY OF _____, 200__

AMOUNT OF REQUESTED
DISBURSEMENT:

\$

NAME OF BUSINESS

REQUESTING FUNDS: _____

NAME OF INDIVIDUAL

REQUESTING FUNDS: _____

NAME OF

PROPERTY OWNER: _____

ADDRESS OF

PROPERTY: _____

THE UNDERSIGNED MORTGAGOR (OWNER) OR MORTGAGOR'S AGENT (BUILDER/SUB-CONTRACTOR/SUPPLIER) HEREBY CERTIFIES TO THE CONSTRUCTION MORTGAGEE (BANK/LENDER), THAT ALL WORK FOR WHICH THE REQUESTED DISBURSEMENT IS TO BE MADE HAS BEEN COMPLETED AND THAT ALL SUB-CONTRACTORS AND OR THEIR SUPPLIERS OF MATERIAL AND, OR LABOR HAVE BEEN PAID FOR THEIR SHARE OF SUCH WORK OR WILL BE PAID OUT OF THIS DISBURSEMENT THROUGH THE DATE LISTED ABOVE.

SIGN BY INDIVIDUAL REQUESTING FUNDS

(MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC)

TO BE FILLED OUT BY NOTARY PUBLIC

STATE OF: _____ COUNTY OF: _____

SUBSCRIBED AND SWORN TO BEFORE ME, THIS _____ DAY OF _____, 200__

NOTARY PUBLIC: _____

MY COMMISSION EXPIRES:

LIEN WAIVER

(PLEASE PRINT CLEARLY IN ALL AREA'S EXCEPT SIGNATURE)

TO ALL WHOM IT MAY CONCERN:

ASI PACKAGE # _____

THE UNDERSIGNED BUSINESS: _____

TYPE OF WORK PERFORMED: _____

UNDER AN AGREEMENT WITH: _____

PROPERTY LOCATED AT: _____

THE OWNERS OF SUCH PROPERTY ARE: _____

THEREFORE, THIS _____ DAY OF _____, 200__, FOR AND IN CONSIDERATION OF THE SUM OF \$ _____, HAS BEEN PAID AND RECEIVED, THE UNDERSIGNED DOES HEREBY WAIVE AND RELEASE ANY LIEN RIGHTS TO, OR CLAIM OF LIEN WITH RESPECT TO AND ON SAID ABOVE DESCRIBED PREMISES, AND THE IMPROVEMENTS THEREON, AND ON THE MONIES OR OTHER CONSIDERATIONS DUE OR TO BECOME DUE FROM THE OWNER, ON ACCOUNT OF LABOR, SKILL, SERVICE, MATERIAL AND/OR EQUIPMENT FURNISHED BY THE UNDERSIGNED TO OR FOR THE ABOVE DESCRIBED PREMISES AND IMPROVEMENTS THEREON TO THIS DATE WITHOUT PREJUDICE TO ASSERT ANY LIEN AS TO FUTURE DELIVERY, PERFORMANCE OR FURNISHING THAT INCREASE TOTAL VALUE DELIVERED, PERFORMED OR FURNISHED TO MORE THAN THE AMOUNT STATED ABOVE.

1. ORIGINAL CONTRACT AMOUNT:

\$

2. ADD CHANGE ORDERS:

\$

3. TOTAL CONTRACT TO DATE:

\$

4. TOTAL PAID TO DATE:

\$

5. AMOUNT THIS DATE:

\$

6. BALANCE REMAINING:

\$

Authorized Signature

Printed Name / Title

Witness

Date