

COUNTY of CAPE MAY
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DEPUTY COUNTY CLERK

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New Jersey 08210-5000

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Mailing Address:
P.O. Box 5000
Cape May Court House
New Jersey 08210-5000

Notice of Unpaid Balance & Right to File Lien NUB

Purpose

To give notice of a potential lien claim against a residential property under the Construction Lien Law. **Note:** The Construction Lien Law N.J.S.A. 2A:44A-1 et seq. replaced the Mechanic's Lien Law. The Construction Lien Claim must be filed within 90 days after work is completed. A residential claimant should file a report with the Arbitration Association. New Jersey Statutory Law requires an original contract to have been in existence in order to file a Construction Lien Claim.

Requirements – NJSA 2A-4A-20, NJSA 46:26A The document submitted must be in substantially the same form as contained in N.J.S.A. 2A:44A-20.

1. A cover sheet (or electronic synopsis). The fill in cover sheet form is available at this link:
<http://www.capemaycountyclerk.com/DocumentCenter/View/4226>
2. Name of claimant
3. Address of claimant
4. Date of the potential construction lien
5. Name of the property owner(s), lessee(s) or other interest against whom the potential construction lien is to be claimed
6. Description of the property, including block and lot as shown on the official tax map of the municipality
7. Total contract amount, amendments to contract, credits, amount paid to date and amount of the potential Lien Claim
8. Date of written contract between the claimant and other parties to that written contract, or in the case of a supplier, the date of a delivery or order slip signed by the owner, contractor, or subcontractor having a direct contractual relationship with the contractor, or an authorized agent of any of them
9. The date that the last work, services, material or equipment for which payment is claimed was provided
10. Whether or not the written contract is a residential construction contract as defined in N.J.S.A. 2A:44A-2 (includes but is not limited to single or 2 family dwellings and individual residential condominium units)
11. Statement of purpose of notification
12. Signature of claimant
13. Representation and verification, signed by claimant
14. Printed or typed name, and title if any, of claimant below signature(s).
15. Signature(s) must be fully acknowledged by a notary public or other officer authorized by law to take oaths. Acknowledgment must include the name of the state and county where the acknowledgment is taken, full date, name(s) of the person(s) signing the Notice of Unpaid Balance and Right to File Lien. If the Claimant is a corporation or other entity there must be a statement that the maker was authorized to execute the instrument on behalf of the entity and that the maker executed the instrument as the

act of the entity. Notary or other officer taking the acknowledgment must sign the acknowledgment, print his/her name, title and jurisdiction. Notaries outside New Jersey must apply seal.

16. Must be in English.

17. Document must be clear and legible print for accurate reproduction.

18. Record and return information on document.

Fees

Flat fee \$15.00 per instrument

If eRecorded, eRecording Convenience Fee \$ 2.00 per instrument

Deliver documents and make check payable to: Cape May County Clerk
7 N Main Street DN 109
P.O. Box 5000
Cape May Court House, NJ 08210-5000