



REQUEST FOR LIEN INFORMATION

City of Palm Bay
 Finance Department/Liens Office
 120 Malabar Road SE Palm Bay, FL 32907
 Telephone (321) 733-3045 Fax (321) 733-3014
 Return to: liens@pbfl.org

Please check one: ORIGINAL REQUEST UPDATE REQUEST*

Date Requested: _____ File/Ref. #: _____
 Requested By: _____ Telephone: _____ FAX: _____
 Company: _____ Email: _____
 Address: _____ City _____ State: _____ Zip Code: _____

NATURE OF INQUIRY

One (1) Lot Per Form - (COMBINED LOTS MAY BE SUBMITTED ON SAME FORM)

Legal Description: PM UNIT _____ OR Subdivision _____ BLOCK _____ LOT _____
 Property Address _____
 Parcel ID# (for vacant land only) _____
 Property Owner/Seller _____
 Name of Buyer/Purchaser* _____ Anticipated Closing Date: _____

REQUEST FOR RETURN INFORMATION (Please check below)

- \$40.00 same day service (request must be received by 11:00 AM)
- \$30.00 1 working day service
- \$25.00 3 working days service
- \$20.00 4 or more working days service

****Please Do Not Write Below This Section****

OUTSTANDING DEBT OWED TO THE CITY OF PALM BAY**

	Amount Due**	As of date	Per Diem
<input type="checkbox"/> Code Enf. Lien(s) or Violations	\$ _____	_____	\$ _____
CEB #	<i>In compliance?</i>	Yes/No <i>(Must be in compliance prior to closing date)</i>	
<input type="checkbox"/> Nuisance Lien(s) or Violations	\$ _____	_____	\$ _____
<input type="checkbox"/> Water/Sewer Bill or Lien(s)	\$ _____	_____ Septic/Well? Yes / No	Will bill again: YES / NO
<input type="checkbox"/> Water/Sewer Loan Lien(s)	\$ _____	_____	\$ _____
<input type="checkbox"/> Other _____	\$ _____	_____	\$ _____
<input type="checkbox"/> Special Assmt(s)	\$ _____	_____	

**Contingent upon information available at time of request.

FOR FINANCE DEPARTMENT USE ONLY

Received By: _____ Date Received: _____ Date Completed: _____
 Amount: _____ Payment Type: Escrow Acct. #: _____ Check #: _____ Cash: _____
 Completed By: _____
 Location ID#: _____ Returned Via: Email: _____ Pick Up: _____ Fax: _____

*Note: Updates provided at no charge if performed within 30 days from last request and same buyer name indicated.