

# Notice to Owner Program

MECHANIC'S AND MATERIALMAN'S NOTICE TO OWNER PROGRAM

## Generation Renovation: NCS has constructed three levels of notices to better serve your business needs.

For 40 years NCS has been evolving to provide clients with **single-source service, simple solutions, the most detailed information review and 24/7 online service** to save you time and paperwork.

We are excited to bring you our latest renovation: **A newly constructed program** that features three generations of options—**Attorney Notice, Premium Notice and Express Notice**—based on your level of need.

NCS Construction Services Group is comprised of construction credit experts committed to providing you and all our clients throughout the U.S. and Canada with exemplary service and support to **Secure Your Tomorrow.**

### Construction Services Group

- » An **industry leader** specializing in credit solutions for businesses supplying products and services to the construction industry.
- » Prepares, serves and files preliminary notices, liens and bond claims through an **established attorney network for flat fees.**
- » Provides **secure online services and reporting** that can be accessed anytime, from anywhere.

# NCS<sup>®</sup>

Securing Your Tomorrow  
800.826.5256 • [www.ncscredit.com](http://www.ncscredit.com)

Since 1970 NCS has been the industry leader throughout the U.S. and Canada in collections, mechanic's lien laws and UCC filings. We offer proactive solutions to **secure** your receivables, **minimize** credit risk and **improve** profitability.

Simplify the many demands to **protect your receivables** in today's credit crisis by partnering with NCS.

Contact us today to find out how we can help **Secure Your Tomorrow.**

- » **A National Provider**  
Relieves your need for multiple service providers.
- » **Flat Fees**  
Stop your guessing. Know your costs up front.
- » **An Established Attorney Network**  
Provides access to local, highly-specialized, construction attorneys.
- » **Project Status Tracking**  
Diminishes your risk of a missed critical deadline date.
- » **Information Review**  
Minimizes your potential for incorrect filing information.
- » **Immediate Attorney Referral**  
Reduces your last minute losses.
- » **Online Service Option**  
Secure online portal provides 24/7 access to save time and paperwork.
- » **Customized Programs to Fit Your Needs**  
Notice program based on your project information and project value.



## Fee Schedule: *United States and Canada* Mechanic's and Materialman's Notice to Owner Program

Services are provided through attorneys local to the client's projects. Fees include attorney and NCS fees, mailing and facsimile transmittal charges. (See exceptions for Premium and Express notices.)

### » PRELIMINARY NOTICES / NOTICES TO OWNER

*Lien or bond claim actions would be at an additional charge.*

#### » Attorney Notice

All notices are prepared and sent by an attorney. NCS will monitor your projects, tracking and reporting deadlines to you via email..... **\$165.00\***

#### Priority Handling Charges to be incurred as follows:

Request received within 4 business days of the deadline ..... \$50.00

#### » Premium Notice

All notices are sent by NCS, using the information as provided on the transmittal form.

NCS will review for reasonability and will attempt to confirm ownership when it is required that the notice be served upon the owner. NCS will monitor your projects, tracking and reporting deadlines to you via email. .... **\$60.00\*\***

#### Priority Handling Charges to be incurred as follows:

Request received within 4 business days of the deadline ..... \$25.00

#### » Express Notice

All notices are sent by NCS using only the information as provided on the transmittal form. NCS does not review transmittal for accuracy or reasonability. Self-tracking is available online ..... **\$35.00\*\***

Optional: Attempt ownership verification..... \$15.00

#### Priority Handling Charges to be incurred as follows:

Request received within 4 business days of the deadline ..... \$25.00

### » LIEN, STOP NOTICE, OR PUBLIC IMPROVEMENT LIEN

Including standard title work and filing fees (Release of lien is an additional charge)..... **\$495.00\***

#### Priority Handling Charges to be incurred as follows:

Request received within 7 business days of the deadline..... \$100.00

» **BOND CLAIM** (Withdrawal of bond claim is an additional charge) ..... **\$375.00\***

#### Priority Handling Charges to be incurred as follows:

Request received within 7 business days of the deadline..... \$100.00

» **DEMAND LETTER**..... **\$125.00\***

» **RELEASE OF LIEN OR WITHDRAWAL OF BOND CLAIM**..... **\$150.00\***

» **TRACKING** (NCS monitors all files after the completion of a requested service. Self tracking available for Express Notices.) ..... **No Charge**

» **TRACK 25** (Monitor project for statutory deadlines) ..... **\$25.00**

### » SERVICES FOR PROJECTS

**WITHIN AMERICAN TERRITORIES/POSSESSIONS OR CANADA**..... **On Request**

» **INVESTIGATION AND SPECIAL SERVICES**..... **On Request**

### » LIEN FORECLOSURES AND SUITS TO ENFORCE BOND CLAIMS

A: Contingency fee of 33% of amount collected; OR

B: NCS fee contingent at 10% of amount collected plus hourly attorney fees

\* Above prices may vary depending upon state requirements. \*\* Plus mailing and handling costs