



July 1, 2012

City of St. Pete Beach
Community Development Department
Code Enforcement Division
155 Corey Avenue
St. Pete Beach, Florida 33706

RE: Lien Searches

To Whom It May Concern:

In order to serve you more effectively, the City of St. Pete Beach has revised its lien inquiry process.

Effective July 1, 2012 your agency will be charged \$40.00 for each request submitted. All requests received by this office after July 1, 2012 will be considered acknowledgement of the new fee and will be billed at \$40.00 per request. Attached to this letter is the current form to use when requesting the information. Please submit requests by e-mail to jboland@stpetebeach.org or by regular mail to:

City of St. Pete Beach
c/o Joanne Boland
155 Corey Avenue
St. Pete Beach, Florida 33706

All requests will be itemized and an invoice will be mailed to you at the end of each month with payment to be made within 14 days. If payment is not received by next billing cycle, your account will be frozen and no requests will be granted until all payments have been received.

If you should have any questions feel free to contact me at 727-363-9214.

We thank you in advance for your cooperation and understanding.

Sincerely,

Joanne Boland
Permit Administrator

Attachment: Lien Request Form



THE SUNSET CAPITAL OF FLORIDA

CITY OF ST. PETE BEACH

Lien Request

Request Date: _____ Reference Number _____

Firm Requesting Information: _____

Representative's Name: _____

Billing Address: _____

E-Mail Address: _____

Telephone Number: _____

Lien search fee \$40.00. You will be billed monthly for all requests. Please be sure we have current and correct billing information.

Information you are receiving and being charged for by the City of St. Pete Beach is information on City Liens. Records on other property encumbrances are not maintained by the City of St. Pete Beach.

PROPERTY INFORMATION:

Street Address: _____

Parcel ID #: _____

Owner(s) Name: _____

For Office Use Only

OUTSTANDING LIENS: _____

ACTIVE/EXPIRED PERMITS: _____

COMMENTS: _____

DATE REQUEST FILLED: _____ BY: _____

THE CITY OF ST. PETE BEACH ASSUMES NO LIABILITY FOR ERRORS OR OMISSIONS

HEREIN. City of St. Pete Beach • 155 Corey Avenue • St. Pete Beach, Florida, 33706 • (727)363-9214