

Filed By: _____

Telephone No: _____

**HON. CHELSEY RICHARD NAPOLEON
CLERK OF COURT FOR THE PARISH OF ORLEANS**

**MORTGAGE
LIEN AND PRIVILEGE CERTIFICATE REQUEST**

NOTE: ALL REQUESTS FOR CERTIFICATES MUST BE IN WRITING. THIS CERTIFICATE WILL ONLY BE RUN IN THE EXACT NAME(S) PROVIDED, AND NOT IN ANY VARIATIONS OF THE SAME. WHERE NO MIDDLE INITIALS HAVE BEEN FURNISHED, IDENTICAL NAMES WITH MIDDLE INITIALS HAVE NOT BEEN RUN AND WILL NOT BE RUN UNLESS SPECIFICALLY REQUESTED.

CONTRACT INSTRUMENT # _____

**ACCEPTANCE OR
SUBSTANTIAL COMPLETION INSTRUMENT #** _____

OWNER NAME(S):

CONTRACTOR NAME:

JOB ADDRESS AND/OR PROJECT #

DATE WORK STARTED:

Requested by: _____ Print Name: _____ Date: _____
Signature

DO NOT WRITE BELOW THIS LINE
