

## **Checklist for Materialmen's Liens to be accepted in the Real Estate Department**

- The amount of the lien.
- The legal description or address of the property.
- An Affidavit of Notice attached to the lien. It shall contain:
  - A notarized statement evidencing that the person recording the lien is in compliance with Arkansas code §18-44-114 through §18-44-116.
  - A copy of each notice given to the customer.
- Have a grantor and grantee.
- Be properly acknowledged.

If you have questions regarding the documentation needed, please contact an attorney. Employees of the Real Estate Department are not allowed to give legal advice.