This file has been cleaned of potential threats.

If you confirm that the file is coming from a trusted source, you can send the following SHA-256 hash value to your admin for the original file.

5b74d06f0e6f5e659181fa7d82de979c10c9fe0c87aec0f0228e425c30738199

To view the reconstructed contents, please SCROLL DOWN to next page.

# CITY OF DELTONA

**BUILDING SERVICES**

2345 Providence Boulevard, Deltona, Florida 32725
Phone (386) 878-8705  Email: lienrequest@deltonafl.gov
Website: www.deltonafl.gov

## LIEN SEARCH REQUEST

**REQUESTED BY:** Date:

NAME:

COMPANY:

MAILING ADDRESS:

CONTACT PHONE:

CONTACT EMAIL:

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**SEARCH PROPERTY:** (Please submit each request separately)

**PARCEL #:*** **ADDRESS:***

***(BOTH the Parcel # and Address must be provided)***

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**LIEN SEARCH FEE:** **$25 per parcel/address**

**PAY ONLINE WITH YOUR CREDIT CARD:**

1. Go to https://deltona.munisselfservice.com/css/citizens/OtherServices/Default.aspx and click "LIEN SEARCH."
2. Enter $25.00 in the "Request a Lien Search" box.  Click "Add to cart and check out".
3. You will be redirected to a payment portal.  Enter your credit card information and Submit.
4. **Write down your CONFIRMATION # HERE:***
5. **Write down your APPROVAL CODE HERE: ***
6. Email this form to lienrequest@deltonafl.gov

*ALL Fields are required to be filled out completely to be accepted and processed.

***PLEASE ALLOW 3-5 BUSINESS DAYS FOR PROCESSING.***

***LIEN SEARCH REQUESTS RECEIVED AFTER 11:30AM WILL BEGIN PROCESSING ON THE NEXT BUSINESS DAY.***

***QUESTIONS?*** Contact Liens Department at (386) 878-8705  or (386) 878-8703

Email:lienrequest@deltonafl.gov

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**FOR OFFICE USE ONLY**

Date processed: _____ By: _____

Rev. 12/2021
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