

**REQUEST TO FILE NOTICE OF  
TERMINATION OF WORK AND/OR ACCEPTANCE OF CONTRACT**

The Clerk of Court and Recorder of Mortgages for Jefferson Parish is requested to file the Notice of Termination of Work attached hereto as follows:

[ ] **Full** Termination and/or Acceptance of work pursuant to a contract recorded as *Instrument # \_\_\_\_\_, MOB \_\_\_\_\_ folio \_\_\_\_\_.*

Please note this termination or acceptance of the contract, *relative to ALL property described within* the contract, in the margin of said contract.

[ ] **Partial** Termination and/or Acceptance of work pursuant to a contract recorded as *Instrument # \_\_\_\_\_, MOB \_\_\_\_\_ folio \_\_\_\_\_.*

Please note termination or acceptance of the contract, *relative ONLY to the property below*, in the margin of said contract insofar as:

\_\_\_\_\_ **only and no further.**

[ ] Termination and/or Acceptance of work relative to a project for which **NO contract has been recorded.** Please file as separate instrument and send recordation information to the undersigned.

**The parties to said contract are:**

\_\_\_\_\_  
*Owner(s)*

\_\_\_\_\_  
*Contractor(s)*

*Date of Contract:* \_\_\_\_\_, 20 \_\_\_\_\_

*Property description:* \_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**SIGNATURE**

**PRINTED name(s) of Above Signed Party:** \_\_\_\_\_  
\_\_\_\_\_

**Company:** \_\_\_\_\_

**Title:** \_\_\_\_\_ *Duly Authorized Agent*

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**Phone:** (\_\_\_\_\_) \_\_\_\_\_

**e-Mail Address:** \_\_\_\_\_

**\*\*\*Please provide phone number for immediate contact, in the event there is a problem with the Acceptance. Delay in filing of document could result if our office cannot reach you.\*\*\***