

LIEN SEARCH REQUIREMENTS:

[Ordinance 2014-008](#)

The City of Fruitland Park has established an Ordinance requiring a fee to be charged in association with all lien search request made to the City. Payment in advance of the search is required.

REGULAR LIEN SEARCH: \$ 30.00 (3-5 business days/excluding City holidays)

RUSH LIEN SEARCH: \$ 50.00 (1-2 business days/excluding City holidays)

If requesting information with respect to utilities, code violations, open permits, special assessments etc. in association with a lien search on a property within the City of Fruitland Park a lien search may take up to 5 business days to complete. **All payments must be accompanied by a lien request form or letter (supplied by you) detailing the items you are requesting a search on, as well as the property location.**

RUSH requests will be completed within 1-2 business days.

All requests are contingent on the day the request & proper payment is received. In the event a request is made when followed by a City recognized holiday, the City will begin the lien request search on the following open business day and subsequently will have up to the timeframe outlined above to complete.

ACCEPTABLE PAYMENT TYPE:

Have you enclosed a lien request with your payment? We will be unable to process your request without it.

CASH – In person only.

CHECK - Payable to: *The City of Fruitland Park.*

MAIL TO: *City of Fruitland Park, 506 W. Berckman St. Fruitland Park, FL 34731.*

CREDIT CARD –please complete [CREDIT CARD AUTHORIZATION.pdf](#) and fax, along with your lien search request. (The “credit card authorization form” is authorization to process your credit/debit card ONLY. It does not act as the lien request itself.)

FAX: (352) 360-6686

FOR QUESTIONS / ADDRESS VERIFICATIONS CONTACT:

Amanda Perez (352) 360-6544 or email: aperez@fruitlandpark.org