

# City of Maitland

## OPEN PERMIT AND LIEN INQUIRY FORM

Make checks payable to the "City of Maitland" or call 407.539.6265 to pay by credit card.

Form is available at [http://www.itsmymaitland.com/forms\\_pdfs.aspx](http://www.itsmymaitland.com/forms_pdfs.aspx)

### OPTION #1

\*\$35 FEE IS REQUIRED PER PROPERTY PER REQUEST

\*ALLOW SEVEN(7) BUSINESS DAYS TO RESPOND

### OPTION #2

\*\$75 FEE FOR AN EXPEDITED LIEN SEARCH PER PROPERTY PER REQUEST

\*ALLOW TWO (2) BUSINESS DAYS TO RESPOND VIA FAX OR EMAIL

TITLE COMPANY: \_\_\_\_\_ CONTACT: \_\_\_\_\_  
EMAIL ADDRESS: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_  
PROPERTY ADDRESS: \_\_\_\_\_  
FOLIO NUMBER: \_\_\_\_\_ PARCEL #: \_\_\_\_\_

### FOR CITY OF MAITLAND USE ONLY:

LIEN/DEBT	LIEN TYPE	DATE	INITIAL AMOUNT	INTEREST	FILED LIEN PREPARATION & RECORDING FEE \$75	UNRECORDED LIEN RELEASE FEE \$25	AMOUNT DUE

### NO LIENS AT THIS TIME

The property is on a master meter for water and sewer service. Contact the Condo / Homeowners Association and the public records office of Orange County for any other outstanding liens.

ACCOUNT #: \_\_\_\_\_ ACCOUNT NAME: \_\_\_\_\_  
COMMERCIAL: \_\_\_\_\_ RESIDENTIAL: \_\_\_\_\_  
DEPOSIT: \_\_\_\_\_ SERVICE THROUGH DATE: \_\_\_\_\_

LIENS/DEBTS TOTAL AMOUNT DUE \$ \_\_\_\_\_  
CURRENT WATER AND SEWER CHARGES DUE \$ \_\_\_\_\_  
PAST-DUE WATER AND SEWER CHARGES DUE \$ \_\_\_\_\_

FOR PROPERTIES NOT IN THE CITY'S WATER AND SEWER DISTRICT, PLEASE CONTACT:

\_\_\_\_\_ CITY OF WINTER PARK – 407-599-3220  
\_\_\_\_\_ ORANGE COUNTY UTILITIES - 407-836-5515  
\_\_\_\_\_ CITY OF CASSELBERRY – 407-262-7700 Option 4

### SERVICES PROVIDED:

WATER  
SEWER  
STORMWATER  
GARBAGE

**DISCLAIMER OF LIABILITY:** THE FOREGOING INFORMATION IS BELIEVED TO BE RELIABLE, BUT IS NOT GUARANTEED AS TO ACCURACY OR COMPLETENESS BY THE CITY OF MAITLAND. IN NO EVENT SHALL THE CITY OF MAITLAND BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL OR EXEMPLARY DAMAGES OF ANY KIND OF NATURE WHATSOEVER ARISING OUT OF OR IN CONNECTION WITH THE PROVISION OF THIS INFORMATION. THIS INFORMATION IS SUBJECT TO CHANGE WITHOUT NOTICE.

**City of Maitland**  
**CODE ENFORCEMENT INQUIRY and OPEN PERMIT FORM**

REQUEST MADE BY: \_\_\_\_\_  
COMPANY NAME: \_\_\_\_\_  
EMAIL ADDRESS: \_\_\_\_\_  
TELEPHONE NUMBER: \_\_\_\_\_ FAX: \_\_\_\_\_  
PROPERTY ADDRESS: \_\_\_\_\_  
LEGAL DESCRIPTION: Lot# \_\_\_\_\_ BLOCK: \_\_\_\_\_  
SUBDIVISION/CONDO: \_\_\_\_\_  
BOOK / PAGE: \_\_\_\_\_ FOLIO: \_\_\_\_\_

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**FOR CITY USE ONLY CODE  
CASES**

**OPEN/EXPIRED PERMITS**

Permit Number / Year: \_\_\_\_\_ Description: \_\_\_\_\_  
Permit Number / Year: \_\_\_\_\_ Description: \_\_\_\_\_  
Permit Number / Year: \_\_\_\_\_ Description: \_\_\_\_\_

**As of this date, we are not aware of any code liens and/or active code cases filed against the above referenced property.**

**We have found a code lien(s) and/or active code case(s) filed against the above-referenced property. Please see attached.**

**Active case(s):** \_\_\_\_\_  
**Active Lien(s):** \_\_\_\_\_

**FIRE CASES (applies to Commercial properties)**

**Active case(s):**    YES    NO    \_\_\_\_\_  
**Lien:**                YES    NO    \_\_\_\_\_  
**Also, cases and/or liens not specific to this Unit but fall in the folio range.**    YES    NO

**Amount Paid / Method**

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Date