

**STOP NOTICE**

**LEGAL NOTICE TO WITHHOLD CONSTRUCTION FUNDS  
(Public or Private Work)  
(Per California Civil Code Section 3103)**

To: \_\_\_\_\_  
(Name of owner, public body or construction fund holder)

Project: \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address, if directed to a bank or savings and loan assn., Use address of branch holding fund)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City, state and zip)

\_\_\_\_\_  
(City, state and zip)

**TAKE NOTICE THAT** \_\_\_\_\_  
(Name of the person or firm claiming the stop notice. Licensed contractors must use the name under which contractor's license is issued)

whose address is \_\_\_\_\_  
(Address of person or firm claiming stop notice)

has performed labor and furnished materials for a work of improvement described above as Project.

The labor and materials furnished by claimant are of the following general kind: \_\_\_\_\_

\_\_\_\_\_  
(Kind of labor, services, equipment, or materials furnished or agreed to be furnished by claimant)

The labor and materials were furnished to the following party: \_\_\_\_\_

\_\_\_\_\_  
(Name of the party who ordered the work or materials)

Total value of the whole amount of labor and materials agreed to be furnished is ..... \$ \_\_\_\_\_

The value of the labor and materials furnished to date is: ..... \$ \_\_\_\_\_

Claimant has been paid the sum of: ..... \$ \_\_\_\_\_

There is due, owing and unpaid the sum of: ..... \$ \_\_\_\_\_

You are required to set aside sufficient funds to satisfy this claim with interest, court costs and reasonable costs of litigation, as provided by law. You are also notified that claimant claims an equitable lien against any construction funds for this project which are in your hands.

Dated \_\_\_\_\_

NAME: \_\_\_\_\_  
(Name of stop notice claimant)

By: \_\_\_\_\_  
(Owner or agent of stop notice claimant must sign here and verify below)

Authorized Capacity: \_\_\_\_\_

**VERIFICATION**

I, the undersigned, state: I am the \_\_\_\_\_ the claimant named in the  
(President of, "A partner of", "Owner of", "Agent of", etc.)

foregoing Stop Notice; I have read said Stop Notice and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_, California.  
(Date this document was signed) (name of city where stop notice signed)

By: \_\_\_\_\_  
(personal signature of the individual who is swearing that the contents of the stop notice are true)

**REQUEST FOR NOTICE OF ELECTION**

(Private Works Only)

(Per California Civil Code Section 3159, 3161, or 3162)

If an election is made not to withhold funds pursuant to this stop notice by reason of a payment bond having been recorded, **please send notice** of such election and a copy of the bond within 30 days of such election in the enclosed preaddressed stamped envelope. This information must be provided by you under Civil Code Sections 3159, 3161, or 3162.

Signed: \_\_\_\_\_  
(Claimant must enclose self-addressed stamped envelope)