



# Miramar | Building Division

Building, Planning & Zoning Department  
2200 Civic Center Place | Miramar, Florida 33025  
Tel: 954.602.3200 | Fax: 954.602.3635  
www.miramarfl.gov

## Permit Lien Search Request Form

Application Reference : \_\_\_\_\_

### REQUESTER INFORMATION

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City : \_\_\_\_\_ State : \_\_\_\_\_ Zip Code : \_\_\_\_\_  
Phone Number : \_\_\_\_\_ Email : \_\_\_\_\_

### PROPERTY INFORMATION

Property Address : \_\_\_\_\_  
Folio Number : \_\_\_\_\_  
Property Owner : \_\_\_\_\_

**RECORD SEARCH ONLY  
NO FIELD INSPECTIONS**

### INSTRUCTIONS

- It is preferred that forms are typed to avoid delays in your search being completed due to illegible forms.
  - Please allow 2-4 Working days to process each property address for expedited requests.
- Note: Expedited Requests require approval based on hardship and are granted upon availability**
- Please allow 5-7 Working days to process each property address for regular requests.
  - Please allow 10 Working Days for each vacant parcel.
  - **\*\*Lien Search Requests are a point in time search and reflect the standing of the property at the time the search was completed. The City is not responsible for new permits requested or violations incurred after the search has been completed. \*\***
  - **\*\* Lien Search Requests are per folio, per address. If there are multiple units listed on the folio and/or address, a separate request must be submitted for each unit/suite number associated with that folio and/or address.**
  - All requests received after 3:00 PM during our business hours will be processed the following business day.

### PRICING

**REGULAR REQUESTS \$108.00 PER ADDRESS\***  
**EXPEDITED REQUESTS \$216.00 PER ADDRESS\***  
**\*PRICES INCLUDE CITY SURCHARGE**

CITY OF MIRAMAR OFFICE USE ONLY