



City of North Miami Beach, Florida

BUILDING DIVISION

NOTICE

REGARDING FILING A

“NOTICE OF COMMENCEMENT”

(FLORIDA STATUTES 713)

IF YOU HIRE A CONTRACTOR AND THE IMPROVEMENTS COST \$2,500 OR MORE (\$7,500 FOR MECHANICAL), YOU MAY BE LIABLE IF YOU PAY YOUR CONTRACTOR AND HE/SHE THEN FAILS TO PAY HIS/HER SUPPLIERS AND SUBCONTRACTORS.

ALWAYS FILE A NOTICE OF COMMENCEMENT BEFORE BEGINNING A CONSTRUCTION OR REMODELING PROJECT.

Filing a Notice of Commencement means completing the Notice of Commencement form and recording it with the Clerk of the Circuit Court of Dade County, Florida. The Clerk of the Circuit Court of Dade County is located at 22 Northwest 1st Street, 1st floor, Miami, Florida 33128. Their hours are 9:00 AM to 4:00 PM Monday through Friday, except for holidays. The telephone number is (305) 275-1155. The mailing address is:

Clerk of the Circuit Court of Dade County
P.O. Box 011711
Flagler Station
Miami, FL 33101

NO INSPECTIONS FOR THE WORK WILL BE SCHEDULED UNTIL A RECORDED COPY OF THE NOTICE OF COMMENCEMENT IS RECEIVED BY THE BUILDING DIVISION OF THE CITY **AND** IS POSTED AT THE JOB SITE.