

Contractor Lien Waiver Release for Retainage

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Address]

Re: Lien Waiver and Release for Retainage

Dear [Recipient's Name],

We, [Contractor's Name], located at [Contractor's Address], hereby acknowledge receipt of the payment in the amount of [Insert Amount] as retainage for the project located at [Project Address], which was completed on [Completion Date].

By this letter, we do hereby waive and release any and all liens, claims, and rights to lien that we may have against the property for the work performed up to the date of this waiver, specifically concerning the retainage mentioned above.

This waiver is conditioned upon the receipt of payment as detailed above. Upon receipt of such payment, we relinquish our claim for the retainage amount referenced herein.

Should you have any questions, please do not hesitate to contact us.

Sincerely,

[Contractor's Signature] [Contractor's Printed Name] [Contractor's Title] [Contractor's Company Name] [Contractor's Contact Information]