

## RELEASE OF TRANSFER OF LIEN TO BOND

**Arrival after 2:30 p.m. will result in the document being processed the next business day**

Florida Statutes: [55.10](#), [713.22](#), [713.24](#) (click on the Statute number to see the Statute)

1. Transfer of Lien to Bond can only be released for **one (1)** of the following reasons:

- A. One (1) year has passed since the Lien was recorded, and no action has taken place. **If a Judgment is acting as lien, you must observe the statute of limitations, which is 7-20 years. See F.S. [55.10](#) for further reference.**
- B. A court order has been signed by a judge.
- C. A Satisfaction of Lien is presented to us. If it has not been recorded yet, it can be recorded simultaneously.
- D. No action has taken place 60 days after the “Notice of Contest of Lien” was recorded.

2. For **all reasons, except court order**, you will need to obtain a “Release of Transfer” form (go to the Release of Transfer Form on this website). Please fill out all information **completely**, filling in every box that applies. This form **must be signed and notarized. (This signature must match that of the person who signed the Transfer Request Form as the “By Whom Transferred”.** If a company/corporation transfers the Lien, a company/corporation representative may also release the transfer. The representative need not be the same person who transferred the Lien, but the company/corporation must be.)

3. For a **court order**, please provide us with a certified copy of the court order. The court order must state who is to receive the bond. (No “Release of Transfer” form needed.)

**If there are any court cases pending between the lienor (signature on Lien) and the lienee (owner), we cannot release the bond.**

### Fees:

#### Release of Transfer - \$10

If we mail back the bond,

**Service Notice Fee (Postage/Certified) – Actual Fee**

**Copies - \$1 per page**

**Certification - \$2 per document**

If you have additional questions, please call 407-836-5116. If you are planning to mail the documents in for recording, the information is below.

#### Physical/Overnight Delivery Address:

Orange County Comptroller’s Official Records – **Attention Specialized Documents**

109 E. Church St., Suite 300

Orlando FL 32801

#### Mailing Address:

Orange County Comptroller’s Official Records– **Attention Specialized Documents**

PO Box 38

Orlando FL 32802-0038