



HAZMAT TEAM

HCI Environmental & Engineering Service

A-GENERAL ENGINEERING STATE CONTRACTORS

CA 788216 · NV 0075367

"One Solution for All Your Environmental Needs"

GSA Advantage Contract Number: GS-10F-0334Y

Visit us on the web at www.HCIENV.com

800.988.4424



Section VI: Lien Information

CALIFORNIA NEVADA ARIZONA

Corporate Office: 114 Business Center Drive, Corona, CA 92880

800.988.4424



HAZMAT TEAM

HCI Environmental & Engineering Service

A-GENERAL ENGINEERING STATE CONTRACTORS

CA 788216 · NV 0075367

"One Solution for All Your Environmental Needs"

GSA Advantage Contract Number: GS-10F-0334Y

Visit us on the web at www.HCIENV.com

800.988.4424



To Our Valued Customers,

This letter is a friendly reminder regarding our policy on California Preliminary Notices. It is HCI's policy to file preliminary notices on all our jobs for our customers. Your cooperation in this matter is vital. When we have a preliminary notice filed on a job, we are in a position to help our customers collect money owed to them, should a situation arise where you are not getting paid, it serves as a benefit for you as the contractor and us as the supplier.

Caprenos, Inc. files our preliminary notices. They are the services that we use to research the jobs and file the notices for us. They are available from 7:00 a.m. to 5:00 p.m. They can be reached at (858) 560-4722. We understand that our customers don't always work normal business hours and are often away from their offices. In these situations, you can simply fax the information to Caprenos directly. The fax number is (858) 278-2436 and is available 24 hours a day.

When you receive a call from Caprenos, or someone in our office regarding preliminary notice information it is important that you provide us with the information we need, whether that be by phone or fax. Your prompt attention in this matter is greatly appreciated.

If you have any questions regarding this letter, please feel free to call our office at (800) 988-4424.

Thank you,

Credit Department
HCI Environmental & Engineering Service

CALIFORNIA NEVADA ARIZONA

Corporate Office: 114 Business Center Drive, Corona, CA 92880

800.988.4424



HAZMAT TEAM

HCI Environmental & Engineering Service

A-GENERAL ENGINEERING STATE CONTRACTORS

CA 788216 · NV 0075367

"One Solution for All Your Environmental Needs"

GSA Advantage Contract Number: GS-10F-0334Y

Visit us on the web at www.HCIENV.com

800.988.4424



To Our Valued Customers,

In order to better serve you and your needs we ask that all release requests be done via fax. Enclosed is the form we would like you to use. It contains all the pertinent information that is needed for the various types of releases. There is generally a 24-hour turn around time on releases and in order to expedite your request, we ask that you fill out all the pertinent information including: Your Name, Type of Request, Jobsite Address, Owner, General Contractor, and the Maker of the Check (which will either be the General Contractor, Owner or Lender on the job). Also be sure to indicate if you want the release faxed (include the fax number) and/or mailed (include address to be mailed to). Please make copies of the form so that you will have them when releases are required.

Unconditional Releases require that your payment has cleared prior to processing. If you cannot wait the usual 3-5 days for your release you may pay with a money order or cashier's check in order to expedite your release.

Because of the volume of requests received, no requests can be taken over the phone. If you do not have access to a fax, you can mail your request, either with your payment or separately.

We appreciate your understanding and cooperation in this matter and if you have any suggestions that might make this process easier, please feel free to contact the Credit Manager Carrie Shoup at (800) 988-4424.

Sincerely,

Credit Department
HCI Environmental & Engineering Service

CALIFORNIA NEVADA ARIZONA

Corporate Office: 114 Business Center Drive, Corona, CA 92880

800.988.4424



HAZMAT TEAM

HCI Environmental & Engineering Service

A-GENERAL ENGINEERING STATE CONTRACTORS
CA 788216 - NV 0075367

"One Solution for All Your Environmental Needs"

GSA Advantage Contract Number: GS-10F-0334Y

Visit us on the web at www.HCIENV.com

800.988.4424



*****PLEASE COPY THIS FORM FOR FUTURE USE*****

**HCI ENVIRONMENTAL & ENGINEERING SERVICE
RELEASE REQUEST**

CREDIT DEPARTMENT FAX NUMBER: 951-280-0118

DATE OF THIS REQUEST: _____

NAME OF HCI CUSTOMER: _____

(IF YOU ARE STILL ON THE JOB, YOU WILL NEED A PROGRESS. IF THE JOB IS COMPLETED, YOU WILL NEED A FINAL)

RELEASE TYPE: CONDITIONAL: PROGRESS _____ FINAL _____

UNCONDITIONAL: PROGRESS _____ FINAL _____

JOB ADDRESS: _____

JOB#: _____ PO#: _____

OWNER OF PROPERTY: _____

MAKER OF CHECK (CONDITIONAL RELEASES ONLY): _____

NOTE: THE MAKER OF CHECK SHOULD BE PROPERTY OWNER OF GENERAL CONTRACTOR

RELEASE THROUGH DATE (PROGRESS RELEASES ONLY): _____

IF YOU WOULD LIKE THIS FAXED, PLEASE INCLUDE FAX#: (____) _____

WHERE WOULD YOU LIKE THIS MAILED: _____

OFFICE USE: RECEIVED: _____

PROCESSED: _____

CALIFORNIA NEVADA ARIZONA

Corporate Office: 114 Business Center Drive, Corona, CA 92880

800.988.4424