

Instructions for Requesting a Partial Release of Lien

Dear Customer,

To obtain the partial or payoff, you will need to purchase a certified lien statement. The statements are good for 30 days.

Certified Search – Provides Certified Lien Search Report along with Lien Search Statement as reviewed by a City of Miami Beach Financial Analyst. Includes Payoff/Partial Payoff Amounts for Liens. (Turnaround Time – 5 to 7 Business Days, excluding weekends and holidays)

Expedited Search - Provides Certified Lien Search Report along with Lien Search Statement as reviewed by a City of Miami Beach Financial Analyst. Includes Payoff/Partial Payoff Amounts for Liens. (Turnaround Time – 1 Business Day, excluding weekends and holidays)

Please follow the link: <https://lien.miamibeachfl.gov/lienresearch>

Payments for the items mentioned can be made by any of the following methods:

a. In person at City Hall (1700 Convention Center Dr, 1st Floor, Miami Beach, FL 33139) between the hours of 9am -1pm and 2pm -4pm; Monday through Friday; excluding holidays and weekends.

b. In person at the Customer Service Center (1755 Meridian Ave, 1st Floor, Miami Beach, FL 33139) between the hours of 8:30am -12pm and 1pm -6pm; Monday through Friday; excluding holidays and weekends.

c. Via Regular Mail, or (Check made payable to The City of Miami Beach)

Mail payment and invoice/lien statement to:

City of Miami Beach, 1755 Meridian Ave, 1st Floor, Miami Beach, FL 33139, ATTN: LIEN
DESK

If you have any questions regarding your statement, please contact our office at lienresearch@miamibeachfl.gov.