

## NEW USER LOGON FEATURE FOR PRELIEN2LIEN. NEW FORMS FOR CALIFORNIA IN 2011.

PreLien2Lien sites can now create user logon accounts for tracking what user printed a certain notice. By turning on this feature, users are prompted at logon to select their last name from a list, or create a new user name.

This is a feature we have planning to add for quite some time," said Craig Altman, President of TRADITION SOFTWARE."

Employees of our TRADITION NOTICE SERVICES lien service division were working together on accounts, so we saw first hand the difficulty of remembering who printed what notice, or

who added a note after a phone verification was made.

At logon, users can choose a last name from a previously entered name, create a new user name or delete a user name.

### TRADITION NOTICE SERVICES button added to transmit data.

We learned from some customers that they were using PreLien2Lien to print 1st notices or payment waivers but were turning to lien services for the recording of construction liens or bond claims.

A TRADITION NOTICE SERVICES button was added to transmit from PreLien2Lien data for a particular project that you want our document preparation team to process and record on your behalf.

### New CALIFORNIA lien laws start January, 1 2011.

The CALIFORNIA legislature passed revisions to the lien laws in the summer of 2009 that take effect on January 1, 2011. PreLien2Lien V14.12.01, released on December 6, 2011, has these new notices.

To help property owners know right away that a lien on their property has been recorded, a new notice called a NOTICE OF MECHANIC'S LIEN will be required. It will have bold 10pt. text with a heading titled:

#### NOTICE OF MECHANIC'S LIEN ATTENTION!

Additionally, to insure delivery of a recorded lien to a property owner, a new notice called a PROOF OF SERVICE AFFIDAVIT will need to be recorded along with the Mechanic's Lien. It will be a one-page notice that affirms the date, address, and name of the property owner that the Mechanic's Lien and Notice Of Mechanic's Lien were delivered to.

### MyLienCenter.com enhanced.

IP Address verification has been added to MyLienCenter.com to enhance the logon security for companies who want users from certified company sites or PCs with company specific IP addresses to enter project information or print a report.

### Branch definition added.

PreLien2Lien has a new "BRANCH" drop down menu added for large companies who have multiple offices/divisions and whose notices are printed by two or more regional locations. This enables a user to mark projects by branch for mass printing or printing mail logs.

## TRADITION SOFTWARE RELEASES NEW TRADITION FORMS

TRADITION SOFTWARE released on November 15, 2010 Tradition Forms, a legal size USPS approved Certified Mail form for PreLien2Lien.

These forms replace Pettit Forms, 3rd party product which will not be supported in PreLien2Lien after January 1, 2011.

Three legal size paper options are now available. Certified Return Receipt forms include a USPS green card. The Electronic Mail version is for companies that want to use their own in-house postal solution that offers electronic tracking for USPS certified mail delivery. A final version is in the form of a blank self mail 1st class mail form. It does not require you to insert a 1st notice into an envelope.

For more information, contact Michael Walker, Customer Service Manager at (800) 886-8770.

## TRADITION NOTICE SERVICES GAINS 45 NEW CUSTOMERS IN THE FIRST SIX MONTHS OF OPERATION

Bond Claims, construction liens and stop notices have been filed in fourteen (14) states on behalf of forty-five (45) new customers who have contracted with TRADITION NOTICE SERVICES since April 2010.

PreLien2Lien has a button to transmit data directly to TRADITION NOTICE SERVICES for processing. Users can also enter project data directly into a secure on-line webpage at [www.MyLienCenter.com](http://www.MyLienCenter.com).

## tradition notice services

## Get your past due invoices paid through the effective use of each state's construction lien laws.

- Construction Liens: \$150. Includes all recording fees, owner and legal party verification, delivery costs.
- Bond Claims: \$50. Includes verification of bond number, owner and other legal parties, delivery costs.
- Stop Notices: \$50. Includes owner and legal party verification, certified mail delivery to lender.
- 1st Notices: \$22. Includes owner and legal party verification, certified mail delivery to owner or contractor.

Contact Cynthia Langston, Customer Service Manager, at (800) 886-8770

## The Tradition

THE TRADITION SOFTWARE NEWSLETTER

### HOW TO: Features in PreLien2Lien that help make you more productive

Every day at TRADITION SOFTWARE, our focus is to improve PreLien2Lien for the benefit of it's users. Using software to help you navigate a state's lien law process can appear to be intimidating, especially for the new software user, or the person who has not dealt previously with construction lien law. The features below will help you use PreLien2Lien more effectively. You will feel more confident that you are using the software correctly to print the right notices, within the proper legal timeframe, to benefit your business and get your company paid faster.

1. User Logon Screen - Go to SETUP<DEFAULTS<INPUT DEFAULTS and check "Show User Logon Screen". Restart PreLien2Lien. Enter a user last name at the startup prompt. Every notice thereafter will have user last name assigned to a note that is automatically created in the NOTES tab.
2. Turn off printing extra copies for 1st notices - As you go to print a 1st notice, on the lower right hand corner of the print options screen there are two settings. One is "Additional Copies With Estimated Amount." The other is "Additional Copies Without Estimated Amount." By default, both are set to 1 copy.
3. Turn off automatic generation of certified numbers - If you want to manually enter the 20 digit certified number required for 1st notices, or not enter one at all, go to SETUP<DEFAULTS<MAIL/LABELS and uncheck "Autogenerate Certified Numbers".
4. Turn ON/OFF headers - If you don't want headers to print on your first notices, go to SETUP<DEFAULTS<GENERAL OPTIONS and uncheck "Print Headers On Forms."
5. Tradition Notice Services button - Enables you transmit immediate legal party information and data from the NOTES tab for processing by the document preparation team at TRADITION NOTICE SERVICES.
6. Turn off Lien Reminder System - If you always know what notice to print and what your legal deadlines and options are after that notice is printed, you can go to SETUP<DEFAULTS<GENERAL OPTIONS and uncheck "Show Lien Reminders."
7. County Clerks/Recorders - Go to the INTERNET<COUNTY CLERKS/RECORDERS to learn the mailing address, phone number and filing fees to record or release a lien for a borough, county or parish.

Since you lease PreLien2Lien on an annual basis, help using the software is just a phone call away. Technical Support and training is available to you at no additional charge by calling us Monday - Friday, 8AM - 5PM PST at (800) 886.8770.

## tradition software

### TRADITION FORMS

#### Legal size USPS approved Certified Mail forms for PreLien2Lien.

- Enjoy the benefit of saving valuable time - no more stuffing envelopes, printing labels or attaching green cards .
- Replaces Pettit forms, which are not supported in PreLien after January 1, 2011.
- From \$0.25 - \$0.48 cents per form:
  - Certified Return Receipt
  - Electronic Certified Mail
  - Blank 1st Class Mail
- Price includes FREE shipping/ handling and USPS approved wafer seals.
- Purchase 200, or as many as 1,000.

Contact Michael Walker, Customer  
Service Manager, at (800) 886-8770  
x 301.

