

# REQUEST FOR MEDIATION

Borrower/Homeowner Name(s): \_\_\_\_\_ Case No: \_\_\_\_\_

\_\_\_\_\_ Judge \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

**To participate in the Foreclosure Mediation, you MUST do the following:**

- 1. Complete the Request for Mediation form and either file with the Summit County Clerk of Court OR send a copy of this form to [mediation@cpcourt.summitoh.net](mailto:mediation@cpcourt.summitoh.net).**
- 2. Attend a Homeowner Information Class (see enclosed brochure for dates and locations) within 60 days of filing a Request for Mediation**
- 3. Comply with deadlines for submitting financial information. Failure to comply with these requirements will preclude you from participating in mediation.**

**Please check all that apply:**

\_\_\_\_\_ This is a rental property.

\_\_\_\_\_ I want to keep and live in the property.

\_\_\_\_\_ I am unable to remain in the property and no longer want to own the property, but want to resolve the case.

\_\_\_\_\_ I am represented by an attorney for this foreclosure. *Please note that your bankruptcy attorney does not represent you in this foreclosure case unless you have specifically retained him/her for this purpose.*

**\*\* Even if you are represented by an attorney, you MUST attend a Homeowner Information Class to participate in Mediation.**

Provide your attorney's contact information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

**MAIL ORIGINAL AND ONE COPY OF REQUEST BY U.S. REGULAR MAIL TO:**

Summit County Clerk of Courts, 209 South High Street, Akron, OH 44308

OR

**SEND AN EMAIL WITH A COPY OF THE REQUEST TO:**

[mediation@cpcourt.summitoh.net](mailto:mediation@cpcourt.summitoh.net)

**ALSO MAIL A COPY BY U.S. REGULAR MAIL TO THE ATTORNEY FOR THE MORTGAGE SERVICE COMPANY AND VERIFY THAT BY SIGNING THE FOLLOWING PROOF OF SERVICE:**

## PROOF OF SERVICE

I sent a copy of the foregoing Request for Mediation by regular US Mail to the Attorney for the Plaintiff (lender) at the address on the summons on \_\_\_\_\_.

(Date)

\_\_\_\_\_  
Borrower/Homeowner's Signature



## Important Information concerning the Lawsuit and Mediation

Dear Homeowner,

You have been named as a defendant in a foreclosure lawsuit. This lawsuit could result in the loss of your home, so you must take this matter seriously and act quickly to preserve your legal rights. *It is recommended that you immediately seek the advice of a lawyer.*

Whether your goal is to keep and live in the property OR to no longer live in the property but resolve the foreclosure case, you may request mediation using the enclosed form. Mediation is a free process where a neutral party works to see if you and your mortgage company can come to an agreement on how to save your home or how to resolve the lawsuit.

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- 3. Comply with deadlines for submitting financial information. Failure to comply with these requirements will preclude you from participating in mediation.**

**Contact Community Legal Aid with questions at (800)998-9454.**

The original and one (1) copy of the completed Mediation Request must be filed with the Summit County Clerk of Court or sent via email as directed in the Mediation Request form. A copy of the completed request also must be mailed to the Plaintiff's attorney listed in the lawsuit. If your mediation request is granted, you may attend mediation with or without a lawyer.

No mediation request should be made for the purpose of delay. If the Court grants a timely request for mediation no further action on the lawsuit will occur while the mediation is proceeding. However, you still must protect your legal rights and should consult immediately with legal counsel.

Sincerely,

**THE SUMMIT COUNTY COURT OF COMMON PLEAS**

Judge Kathryn Michael, Administrative Judge

Judge Susan Baker Ross

Judge Alison Breaux

Judge Christine Croce

Judge Alison McCarty

Judge Kelly L. McLaughlin

Judge Tammy O'Brien

Judge Joy Malek Oldfield

Judge Mary Margaret Rowlands

Judge Jennifer Towell