

INDIVIDUAL INSTRUCTIONS

Court-sponsored foreclosure mediation is limited to homeowners whose principal residence (1 to 3 family) is the subject of a foreclosure action. The homeowner must be the borrower and not in bankruptcy. This is an opportunity for all parties to negotiate a mutually acceptable settlement. **A request for mediation does not stay or otherwise delay the foreclosure action.** There are several possible solutions that you and your lender can explore. Many of your initial questions can be answered by accessing the [NJ Judiciary Foreclosure Mediation Program](#) website.

In addition to this request statement and financial worksheet, if you are seeking mediation, a **foreclosure mediation checklist** can be accessed at [njcourts.com](#) which will guide you in collecting and submitting the documents needed as well. To find a Housing Counselor in your county, see the list of Housing Counseling Agencies at the [New Jersey Housing and Mortgage Finance Agency](#) web site.

1. Complete the **Mediation Request Statement**.

SECTION A:

Fill out, sign & date Homeowner-Borrower's Certification.

SECTION B:

Fill out Homeowner's Foreclosure Prevention Proposal.

SECTION C:

If applicable provide Attorney Contact Information, sign & date.

SECTION D:

Complete the Homeowner Contact Information at the bottom of the page.

2. Complete the **Foreclosure Mediation Financial Worksheet** and attach the **Foreclosure Mediation Documents** on the checklist (if applicable).

3. Mail the **ORIGINAL** copy of the **Mediation Request Statement**, the **Foreclosure Mediation Financial Worksheet** with all required **attachments** listed in the **Foreclosure Mediation Checklist** to:

Office of Foreclosure
ATTN: Foreclosure Mediation Program
P.O. 971
25 Market Street
Trenton, New Jersey 08625



MEDIATION REQUEST STATEMENT

Homeowner-Borrower(s) Request for Court Sponsored Foreclosure Mediation

Docket No: F

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|--|--|--|--|--|--|--|--|--|--|

Plaintiff's Name

V.

First Defendant's Name

SECTION A: Homeowner-Borrower's Certification

_____ hereby certifies and says:
[insert your name(s)]

1. I/We am/are the owner and mortgagor of the property subject to foreclosure in the above captioned foreclosure action, which property is known as _____
[list the property address, city, state and zip]
2. The complaint is to collect a mortgage debt and I/We am/are the borrowers of the mortgage loan.
3. I/We live in the above-described property and the property is my/our principal residence.
4. I/We have have not filed an answer to the foreclosure complaint filed by my lender.
5. I/We am am not currently in bankruptcy.

I/We certify that the statements made above are true. I/We am/are aware that if any of the statements made by me/us are willfully false, I/we am/are subject to punishment.

| | | | |
|-----------------------------|---------------|-----------------------------|---------------|
| _____ Signature | _____ Date | _____ Signature | _____ Date |
| _____ Type or Print Name | | _____ Type or Print Name | |

SECTION B: Homeowner's Foreclosure Prevention Proposal (Briefly outline the workout proposal you are seeking, if necessary, attach additional pages)

SECTION C: Attorney Contact Information (if applicable)

| | | | |
|--------------------|----------------------|-----------------------|---------------------|
| _____ Name | _____ Attorney ID | _____ Office Phone | _____ Cell Phone |
| _____ Address | _____ City | _____ State | _____ Zip |
| _____ Signature | _____ Date | _____ Print Name | |

SECTION D: Homeowner Contact Information (Please provide the contact information for all parties listed on the mortgage)

| | | | |
|--------------------------|---------------------|---------------------|--------------|
| _____ Borrower's Name | _____ Home Phone | _____ Cell Phone | |
| _____ Borrower's Name | _____ Home Phone | _____ Cell Phone | |
| _____ Address | _____ City | _____ State | _____ Zip |