## **Waushara County Mediation Request Form**

<u>Within 30 days</u> from the date you received the foreclosure Summons, complete this Request Form and return it to the **Winnebago Conflict Resolution Center, Inc.** by:

Mail: Winnebago Conflict Resolution Center, Inc.

Winnebago County Courthouse

415 Jackson Street, Oshkosh, WI 54901

Email: apply@mediationwcrc.org

More Information Online: www.mediationwcrc.org



Name of all Homeowner(s) (who has title):	
Name of all Borrower(s) (who signed the loan):	
Full property address (Street/City/State/ZIP):	
Mailing address (if different):	
Number of units you own at property location:	
Email address:	
We prefer to use e-mail as our main way to contact you. Is that acceptable? ☐ Yes ☐ No	
Best Phone Number (daytime):	Alternate Phone Number:
☐ Home ☐ Work ☐ Cell ☐ Other	☐ Home ☐ Work ☐ Cell ☐ Other
Name of Lender/Plaintiff in your case:	
Name of Servicer (you make your mortgage payment to them):	
Name of County where this home is located:	
Case Number (located on your Summons): 20 CV	
Date you received the Summons and Complaint:	
Is this property your primary residence? ☐ Yes ☐ No	
Number of people in your household (including yourself):	
Is anyone in your household a veteran? ☐ Yes ☐ No	Female head of household? ☐ Yes ☐ No
Race & ethnicity of household members:	
Have you started a bankruptcy that is still ongoing? ☐ Yes ☐ No	
Does an attorney represent you for your foreclosure? ☐ Yes ☐ No ☐ If yes, name & email address:	
Have you met with a housing counselor? ☐ Yes ☐ No If yes, with whom have you met?	
If English is not your primary language, will you bring an interpreter to the mediation?   N/A (English is first language)   Yes   No	
Have you received a prior loan modification for this property? ☐ Yes ☐ No	

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How did you hear about the Waushara County Foreclosure Mediation Program?	
□ Colored forms attached to summons (pink, yellow or green)	
□ Website (which one):	
Housing Counselor (Name):	
Radio announcement (which one):	
☐ Hotline (which one):	
□ Other (please explain):	
Authorization for Research and Evaluation. The Waushara County Foreclosure Mediation Program is operated by the Winnebago Conflict Resolution Center, Inc. CCFMP will share your contact or financial information only with program partners, such as your HUD certified housing counselor, your attorney, or your lender's representatives. We also compile anonymous aggregate case file or results information for the purpose of evaluating our services, gathering valuable research information, designing future programs, seeking grant funding to keep program costs to participants affordable, and engaging in academic research, analysis, and publication. I consent to the use of my information for these purposes. I also authorize my servicer to disclose all information and supply any documents that relate to the loan which is described in this Request.  I also certify that I am the owner of the property that is subject to this foreclosure action.	
Property Owner's Signature Date	

PLEASE NOTE: You are not "in mediation" until you have completed all three steps below. Once you have fully completed all three steps, you will be considered "in mediation."

## Step 1:

Within 30 days from the date you received the foreclosure Summons, complete the attached Request form and return it to the Winnebago Conflict Resolution Center, Inc.:

Mail: Winnebago Conflict Resolution Center, Inc.

Winnebago County Courthouse

415 Jackson Street, Oshkosh, WI 54901

**Phone:** (920) 236-4925 **Fax:** (920) 236-1076

Email: apply@mediationwcrc.org

More Information can be found on Online:

www.mediationwcrc.org

You have Completed Step 1. If you are deemed eligible for mediation, you will receive a letter describing Step 2 within the next week.

## Step 2:

Put together a complete financial package. We may send you a referral to a HUD-certified housing counselor who can assist you. Promptly collect and deliver to them all of the items they request. This step is critical. This should be done within two (2) weeks or sooner.

## Step 3:

Pay to the Winnebago Conflict
Resolution Center the application
fee of \$150 by check, money
order, or go online to make a
credit card payment at
www.mediationwcrc.org.
Due to financial support from the
Wisconsin Trust Account
Foundation (WisTAF), the WCRC
has been able to keep this fee
affordable and consistent.

