



**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.

**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.**

**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