

**FRANKLIN COUNTY FORECLOSURE MEDIATION PROJECT**  
**375 S. HIGH STREET 16<sup>TH</sup> FLOOR**  
**COLUMBUS, OHIO 43215-4520**  
**614-645-5009 (Fax) 614-645-8465**  
[foreclosuremediation@fcmclerk.com](mailto:foreclosuremediation@fcmclerk.com)

**PRE-FILING REQUEST FOR FORECLOSURE MEDIATION**

<p>_____</p> <p align="center">Lender's Name</p> <hr/> <p align="center">Street Address or P.O. Box</p> <hr/> <p align="center">City, State, Zip</p> <hr/> <p align="center">Telephone number</p> <hr/> <p align="center">Contact name</p> <hr/> <p align="center">Contact direct dial</p> <hr/> <p align="center">Contact Email</p> <hr/> <p align="center">Contact fax</p>	<p>_____</p> <hr/> <p align="center">Borrower's Name(s)</p> <hr/> <p align="center">Street Address</p> <hr/> <p align="center">City, State, Zip</p> <hr/> <p align="center">Telephone number</p> <hr/> <p>Home-- _____</p> <p>Work-- _____</p> <p>Cell-- _____</p> <hr/> <p align="center">Email</p>
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**This Request for Mediation must be submitted to the Franklin County Foreclosure Mediation Project by your HUD Approved Counselor or your attorney.**

**To schedule an appointment with an HUD Approved Housing Counseling Agency or Legal Aid by contacting First Link Resource and Referral Agency 2-1-1 (221-2255).**

**Before you submit your request for mediation, you and your HUD Approved Counselor must prepare and submit the following information to your lender:**

- ❖ Hardship letter that explains the reason(s) for the default
- ❖ Two (2) most recent pay stubs or pay advices for each borrower
- ❖ The last 2 months bank statements for each borrower (savings and checking)
- ❖ The last 2 years tax returns for each borrower
- ❖ Monthly Budget

Please answer the following questions:

1. Do you live in this house? \_\_\_\_yes \_\_\_\_no
2. Do you own any other real estate property? \_\_\_\_yes \_\_\_\_no
3. Do you want to stay in your home? \_\_\_\_yes \_\_\_\_no
4. How many payments have you missed? \_\_\_\_\_
5. What is the term of your mortgage? \_\_\_\_\_What is the interest rate? \_\_\_\_\_
6. Have you filed bankruptcy? \_\_\_\_yes \_\_\_\_no
7. If you are not interested or are unable to remain in your property, do you want to discuss other options with your lender? \_\_\_\_yes \_\_\_\_no

**You must also submit a Release of Information and Authorization form prepared by your HUD Approved Counselor with this Request for Mediation.**