



MEDIATION SCHEDULING NOTICE
STATE OF OREGON
FORECLOSURE AVOIDANCE MEDIATION PROGRAM

MailTo

MailToAddress

MailToCityStateZip

A FORECLOSURE AVOIDANCE MEDIATION IS SCHEDULED FOR:

Date:	<i>MedDate</i>	Time:	<i>MediationTime</i>
Location:	<i>MediationLocation</i>		
Mediator:	<i>Mediator</i>		
Deadline to Confirm Participation:	<i>DeadlineConfirmDate</i>		
Deadline to Pay Fee:	<i>DeadlinePayDate</i>		
Deadline to Consult with Housing	<i>DeadlineCounselingDate</i>		
Deadline to Submit Documents:	<i>DeadlineDocsDate</i>		
Your Website Passcode:	<i>GrantorPasscode</i>		
www.ForeclosureMediationOR.org			

IF YOU WANT TO PARTICIPATE IN THE MEDIATION YOU MUST:

- Visit www.ForeclosureMediationOR.org to confirm that you intend to participate in the mediation by **DeadlineConfirmDate2**, or contact the Mediation Service Provider (MSP) using the contact information shown below. If you do not contact the MSP by that date, you will be deemed to have declined mediation and you will lose your right to mediate.
- Pay a \$200 mediation fee to the MSP by **DeadlineConfirmDate2**. If you do not pay your fee to the MSP by that date, you will be deemed to have declined mediation and you will lose your right to mediate. If you are low income, you may qualify for a reduced fee of \$50. See enclosed instructions.
- Consult with a HUD-certified housing counseling agency by **DeadlineCounselingDate2**. Housing counseling services are free, and a list of qualified housing counseling agencies can be found at www.ForeclosureMediationOR.org
- Submit all required documents to the MSP by **DeadlineDocsDate2**. A list of the documents you must provide appears below. See enclosed instructions.
- Appear at the *MediationLocation* on *MedDate* at *MediationTime*.

DOCUMENTS YOU MUST PROVIDE

<ul style="list-style-type: none"> • Universal Intake Form (see instructions) 	<ul style="list-style-type: none"> • Paystubs (two most recent months)
<ul style="list-style-type: none"> • Profit and Loss Statement (if self-employed, most recent quarterly or year-to-date) 	<ul style="list-style-type: none"> • Tax Returns (two most recent years)
<ul style="list-style-type: none"> • Benefits Statement or Letter from Provider (showing amount, frequency and duration of social security, disability, retirement, unemployment or other non-wage income) 	<ul style="list-style-type: none"> • Bank Statements (two most recent months) • Electric, heat, gas or other utility bill (most recent)
<ul style="list-style-type: none"> • Divorce decree or separation agreement (if relying on child support, alimony or maintenance payments) 	<ul style="list-style-type: none"> • Property Tax Statement or Appraisal/CMA (if available)

YOU MAY CONTACT THE MEDIATION SERVICE PROVIDER (MSP) AT:



Name: Collins Center for Public Policy	Tel. No. (855) 658-6733
12725 SW Millikan Way, Suite 343, Beaverton, OR 97005	Fax No. 850-297-1158
Website: www.ForeclosureMediationOR.org	Email: msp@ForeclosureMediationOR.org

See the attached "Foreclosure Resources" for information about where to find a qualified housing counselor, free or low-cost legal assistance, and other foreclosure resources.