



St. Croix County Foreclosure Mediation Program **Notice of Availability of Mediation**

A Mediation Request is not a response to the Summons.

A foreclosure action has been started against you. Please read the Summons and Complaint. Make sure you understand your rights and the time period for filing an Answer or Responsive Pleading. If you do not file an Answer or Responsive Pleading, the court may grant judgment against you and you may lose your right to object to anything that you disagree with in the Complaint.

What is the foreclosure mediation program?

A foreclosure mediation program has been set up to assist any homeowner whose one to four family owner occupied residential property is the subject of a mortgage foreclosure action in St. Croix County. If you receive reduced services because of income, Attorney Philip Helgeson or designee will still conduct the mediation process, but you may be required to pay more for his services in handling paperwork.

Mediation in this program is a two-step process. First, the homeowner must work with a qualified housing counselor from WestCAP to prepare a proposal for mediation. WestCAP does not charge for their services. However, there may be reduced services from the housing counselor based on income guidelines established by WestCAP. After the proposal is prepared, a trained mediator is assigned to meet with the homeowner and the lender to help them reach an agreement. Any discussions in mediation are confidential.

How does the homeowner apply for foreclosure mediation?

The Summons and Complaint served on the homeowner must contain notice of the availability of mediation and an application form. Forms are provided by the Clerk and are online at the St. Croix County Clerk of Court website.

The homeowner or lender desiring mediation files a mediation application form with Attorney Philip Helgeson of Prescott, Wisconsin or designee. There is a \$150 fee for filing the application. The homeowner should request mediation within 20 days of receiving the Summons.

Is participation in mediation required?

Participation is voluntary for the homeowner. However, if the homeowner requests mediation, participation is mandatory for the lender.

The Court may waive the mediation process in appropriate cases. Examples include mortgages previously refinanced or modified under programs such as HARP and HAMP and loans with failed prior lender workouts due to homeowner nonpayment or other default.

How can the Housing Counselor help?

In order to increase the chance of success at mediation, there is a requirement that the homeowner meet with a qualified housing counselor at WestCAP in Glenwood City. That person is specially trained and certified to inform the homeowner of programs that may assist them in finding alternatives to foreclosure. There is no charge for WestCAP services if you qualify.

Several government programs exist which may help avoid foreclosure. Examples of some such programs are found at <https://www.makinghomeaffordable.gov/pages/default.aspx> . There may be others as well. Even if there is no government program, a housing counselor may help the homeowner evaluate options and prepare proposals for mediation.

When a homeowner requests mediation, they are matched with a housing counselor at WestCAP. That housing counselor will help the homeowner gather information needed to look for programs that may be available and to prepare a proposal for the meeting with the mediator and the lender.

The goal is to complete the entire counselor and mediation process within 45 to 60 days.

What does mediation cost?

There is no cost to work with a housing counselor at WestCAP. There is a \$150 cost for mediation at the time of the party submitting the application to Attorney Helgeson. If there is mediation scheduled, the other party shall submit \$100 to Attorney Helgeson 10 days before the scheduled mediation.

Does the foreclosure stop during the mediation process?

There is no requirement that the lender halt the foreclosure procedure during the mediation process. However, experience in other counties has been that lenders are very interested in reaching a solution with the homeowner and many times voluntarily will not continue with the foreclosure as long as there is a prospect of settlement.

In any case, the homeowner is still required to comply with all mandatory deadlines set by the court, including the time to answer the Complaint.

Does the homeowner need a lawyer to participate in the mediation program?

While everyone is always strongly encouraged to consult with an attorney, homeowners are not required to be represented by an attorney.

Who must attend the mediation session?

The mediation session must be attended in person by all homeowners. A representative of the lender must also attend in person. Either may have other persons, such as loan officers and tax advisers, available by phone.

St. Croix County Mediation Request Form

Within 30 days from the date you received the foreclosure Summons, complete this Request Form and return it to Heywood, Cari & Anderson, S.C. by:

Mail:	Heywood, Cari & Anderson, S.C. 144 North Broad Street Prescott, WI 54201
Phone:	(715) 262-5551
Email:	rtemmers@heywoodandcari.com
Online:	www.mediatewisconsin.com

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	
Home Phone:	Work Phone:
Cell Phone:	Alternate Phone:
Best phone to reach you during the day? Home Work Cell Alternate	
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):	
Date you received the Summons and Complaint:	
Is this property your primary residence? Yes No	
Do you own the property? Yes No	
Did you sign the Mortgage Note? Yes No	
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? Yes No	
Have you received a prior loan modification for this property? Yes No	

Continued on page 2

How did you hear about the St. Croix County Foreclosure Mediation Program?

Colored forms attached to summons (purple)

Website (which one):

Housing Counselor (Name):

Radio announcement (which one):

Hotline (which one):

Other (please explain):

Authorization for Research and Evaluation. The Pierce County Foreclosure Mediation Program 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 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 Northwest Mediation:

Mail: Northwest Mediation
144 North Broad Street, Prescott, WI 54201
Phone: (715) 262-5551 **Fax:** (715) 262-5531
Email: rtemmers@heywoodandcari.com

Step 2:

Call and meet with your assigned housing counselor and help them put together a complete financial package. 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 the application fee of \$150 by check, money order and mail to:

Heywood, Cari & Anderson, S.C.
144 North Broad Street
Prescott, WI 54201