

IN THE COURT OF COMMON PLEAS OF ALLEGHENY COUNTY,  
PENNSYLVANIA  
ADMINISTRATIVE DOCKET

IN RE: RESIDENTIAL MORTGAGE  
FORECLOSURE PROGRAM

AD-2008-535 -PJ

Filed on Behalf of:

The Honorable Joseph M. James

FILED  
08 DEC 19 PM 2:50  
DEPT OF COURT RECORDS  
CIVIL/FAMILY DIVISION  
ALLEGHENY COUNTY PA

IN THE COURT OF COMMON PLEAS OF ALLEGHENY COUNTY,  
PENNSYLVANIA  
ADMINISTRATIVE DOCKET

IN RE: RESIDENTIAL MORTGAGE  
FORECLOSURE PROGRAM

:  
: AD-2008-535-PJ  
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**ORDER OF COURT**

AND NOW, this 19<sup>th</sup> day of December 2008, in order to permit the implementation of the Residential Mortgage Foreclosure Program, effective January 12, 2009, all Complaints for Mortgage Foreclosure of residential owner-occupied properties filed with the Allegheny County Department of Court Records will be given a dedicated filing designation of MG. These complaints will require the specific cover sheet, an example of which is attached hereto, certifying real estate location, occupancy status, and contact information, specifically name and telephone number of the representative of the lending institution before the Complaint will be accepted by the Department. An "URGENT NOTICE" shall also be affixed to the Complaint served upon the defendant. When the defendant requests a conciliation under this program, the case will proceed substantially as outlined in the Proposed Order attached hereto. The Court may stay the proceedings for a reasonable period to permit meaningful conciliation.

BY THE COURT:

Joseph M. James, P. J.

**IN THE COURT OF COMMON PLEAS OF ALLEGHENY COUNTY, PENNSYLVANIA  
CIVIL DIVISION**

<p>Plaintiff(s)</p>  <p style="text-align: center;">Vs.</p> <p>Defendant(s)</p>  <p><b><u>Certificate of Location:</u></b></p> <p>I hereby certify that the location of the real estate is:</p> <table style="width: 100%;"><tr><td style="width: 80%;"><input style="width: 95%;" type="text"/></td><td style="width: 20%;"><input style="width: 95%;" type="text"/></td></tr></table> <p>City, Borough or Township      Ward</p> <p>Address:</p> <p>YOU MUST CHECK ONE SELECTION IN EACH BOX</p> <table border="1" style="width: 100%;"><tr><td><input type="checkbox"/> OWNER OCCUPIED RESIDENTIAL</td></tr><tr><td><input type="checkbox"/> NON-OWNER OCCUPIED RESIDENTIAL</td></tr><tr><td><input type="checkbox"/> COMMERCIAL</td></tr><tr><td><input type="checkbox"/> OTHER (explain _____)</td></tr></table> <table border="1" style="width: 100%;"><tr><td><input type="checkbox"/> FOUR UNITS OR LESS</td></tr><tr><td><input type="checkbox"/> OVER FOUR UNITS</td></tr></table> <table border="1" style="width: 100%;"><tr><td><b>IF RESIDENTIAL:</b> Name address and telephone number of representative of lending institution with authority to discuss this action.</td></tr></table>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input type="checkbox"/> OWNER OCCUPIED RESIDENTIAL	<input type="checkbox"/> NON-OWNER OCCUPIED RESIDENTIAL	<input type="checkbox"/> COMMERCIAL	<input type="checkbox"/> OTHER (explain _____)	<input type="checkbox"/> FOUR UNITS OR LESS	<input type="checkbox"/> OVER FOUR UNITS	<b>IF RESIDENTIAL:</b> Name address and telephone number of representative of lending institution with authority to discuss this action.	<p>CASE NUMBER:</p> <table style="width: 100%;"><tr><td style="width: 30%;"><input style="width: 95%;" type="text" value="MG"/></td><td style="width: 15%;"><input style="width: 95%;" type="text"/></td><td style="width: 55%;"><input style="width: 95%;" type="text"/></td></tr></table> <p>TYPE OF PLEADING:</p> <input style="width: 100%; height: 30px;" type="text"/> <p>CODE and CLASSIFICATION:</p> <input style="width: 100%; height: 30px;" type="text"/> <p>Filed on behalf of:</p> <input style="width: 100%; height: 60px;" type="text"/> <input type="checkbox"/> Counsel of Record <input type="checkbox"/> Individual, Pro Se <table border="1" style="width: 100%;"><tr><td>Name, Address and Telephone Number:</td></tr><tr><td> </td></tr><tr><td>Attorney's State ID: _____</td></tr><tr><td>Attorney's Firm ID: _____</td></tr></table>	<input style="width: 95%;" type="text" value="MG"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	Name, Address and Telephone Number:		Attorney's State ID: _____	Attorney's Firm ID: _____
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Attorney's State ID: _____																	
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# **URGENT NOTICE**

**Under a new Pilot Project of the Court of  
Common Pleas of Allegheny County:**

**You may be able to get help  
with Your Mortgage.**

**Call the**

**Save Your Home Hotline**

**at 1 - 800 - 298 - 8020**

You will be put in touch with a non-profit Housing Counselor **FREE OF CHARGE** to help you try to work out arrangements with your mortgage company.

The housing counselor will schedule a conference under the court's supervision to determine whether a work out can be arranged.

To get this help you must call the Hotline and go to a Housing Counselor. They will tell you what to do next.

Call the Hotline immediately. Call **1-800-298-8020**.

**Make this call to save your home!  
THIS PROJECT IS FREE**

IN THE COURT OF COMMON PLEAS OF ALLEGHENY COUNTY, PENNSYLVANIA  
CIVIL DIVISION

Plaintiff

No.

v.

Defendant

ORDER OF COURT

**AND NOW**, this \_\_\_\_\_ day of \_\_\_\_\_, 2008, pursuant to the terms of the **Residential Mortgage Foreclosure Diversion Program** it is hereby ORDERED and DECREED as follows:

1) The Defendant, assisted by the housing counselor, will file with the Department of Court Records, First Floor, City-County Building, a **Certification of Participation** form, as soon as possible after the Defendant has met with the counselor.

2) The housing counselor and the Defendant will explore available options which include: bringing the mortgage current, paying off the mortgage, proposing a repayment plan to bring the account current over time, agreeing to vacate in the near future in exchange for not contesting the matter and a monetary payment, offering the lender a deed in lieu of foreclosure, filing bankruptcy proceedings, paying the mortgage default over 60 months, request a loan modification, and filing an answer or motion to open or strike the judgment. At Defendant's request, the housing counselor shall promptly prepare and submit a written proposal for addressing the mortgage delinquency, a payment plan (together with the **Work Out Options & Counseling Form** and all available supporting financial information) or other resolution to Plaintiff's attorney, as soon as possible, but if practicable, at least ten (10) days before the date of the Conciliation Conference.

3) The Plaintiff shall evaluate and respond to Defendant's proposal prior to, or at the Conciliation Conference.

4) Unless an agreement has been reached prior to the Conciliation Conference, a representative of the Plaintiff or investor who has actual authority to modify mortgages, to enter into alternate payment agreements with the defendant, or otherwise resolve the action shall be present at the Conciliation Conference or shall be available telephonically. The failure of the Plaintiff or of a representative of the Plaintiff or investor with such authority to appear for the Conciliation Conference may result in the rescheduling of the Conciliation Conference, and/or the further postponement of the Sheriff Sale of the property.

5) A Conciliation Conference is scheduled for «\_\_\_\_\_» at «\_\_\_\_\_», in Courtroom \_\_\_\_\_, City-County Building, 414 Grant Street, Pittsburgh, PA 15219.

6) The failure of the Defendant to attend the Conciliation Conference shall result in the lifting of any stay.

BY THE COURT:

\_\_\_\_\_, J.