



Court of Common Pleas of Berks County

Twenty Third Judicial District of Pennsylvania
633 Court Street, Reading, PA 19601
Julia E. Bagnoni, Esq. District Court Administrator
(610) 478-6208 ext. 3683 Fax (610) 478-6366

Tammy Funk, Criminal/Civil Court Administrator
(610) 478-6208 ext. 5716 Fax (610) 478-6449
Faith Phillips, Special Courts Administrator
(610) 478-6456 ext. 3530 Fax (610) 478-6608

Tracy Barlet, Deputy Court Administrator
(610) 478-6208 ext. 3684 Fax (610) 478-6366
Lisa Siciliano, Esq., Family Court Administrator
(610) 478-6208 ext. 5771 Fax (610) 478-4995

Dear Homeowner(s):

You have elected to participate in the Berks County Residential Mortgage Foreclosure Diversion Program. Your Participation in this Program provides certain benefits to you in your attempts to obtain a medication of your mortgage from your lender. Your cooperation in complying with the requirements of the Program is essential for those benefits to continue. The first of those requirements is providing documents and related information to the Plaintiff's attorney.

Enclosed are the following documents:

1. Mortgage Foreclosure Diversionary Program Checklist
2. Request for Modification and Affidavit (RMA)
3. Dodd-Frank Certification
4. IRS Form 4506-T

Please fill out the enclosed documents and sign where indicated. Mail those documents, along with all the items listed in the Checklist, to the Plaintiff's attorney within 40 days. Failure to comply with this requirement may result in removal from the Program at the time of your scheduled conference.