

IN THE CIRCUIT COURT OF THE TENTH JUDICIAL CIRCUIT
IN AND FOR (POLK/HIGHLANDS/HARDEE) COUNTY, FLORIDA
(1)

(2) _____

Plaintiff(s),

VS.

(4)-CASE NUMBER:

(3) _____

Defendants.
_____ /

BORROWER'S REQUEST TO PARTICIPATE IN RMFM PROGRAM

(5) _____ (print your name/s), as the borrower on the mortgage sued upon in this case, hereby requests that this case be referred by the court to mediation using the RMFM Program. The undersigned states, under penalty of perjury, that he or she is currently living on the property as a primary residence and the property has a homestead tax exemption.

(6) Signed on _____, 20__.

(7) _____
(Signature)

(8) _____
(Printed Name)

CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing was sent by regular US Mail on _____, 20__, (9), to: (10) _____

_____ (everyone else listed in this case).

(11) _____
(Signature)

INSTRUCTION SHEET

PAGE 1

In your case, you were served with documents called ‘pleadings.’ In those pleadings there was a Summons and a Complaint. On the first page of the Complaint, there should be a heading called a ‘case style’ that looks like this:

IN THE CIRCUIT COURT OF THE TENTH JUDICIAL CIRCUIT
IN AND FOR (POLK/HIGHLANDS/HARDEE) COUNTY, FLORIDA

Plaintiff(s),

VS.

CASE NUMBER:

Defendants.

_____ /

Please fill out the case style on the Borrower’s Request to Participate in RMFM Program **EXACTLY** as it looks on your complaint and summons.

1. Is your case filed in POLK or HIGHLANDS or HARDEE county. Circle the correct county.
2. Write in the names of every plaintiff exactly as it is shown on the other pleadings.
3. Write the names of every defendant exactly as it is shown on the other pleadings.
4. Write in your case number exactly as it is shown on the other pleadings.
5. Print your name on the first line of the first paragraph as the borrower.
6. Put in the date you are mailing this Request to the court.
7. Sign your legal name.
8. Print your legal name.
9. Put in the date you are mailing out copies.
10. Write the names and addresses of everyone else who is named in the pleading as a ‘defendant’.
11. Sign your name one more time.
12. **Then mail a copy of this Request to them**, once you have signed it and completed it. **Keep a copy for your records.**
13. Mail the original Request to: Richard M. Weiss, Clerk of the Court, Circuit Civil Division, Post Office Box 9000, Drawer CC-12, Bartow, Florida 33830.

INSTRUCTION SHEET

PAGE 2

14. SEND A COPY OF THIS REQUEST TO THE JUDGE ASSIGNED IN YOUR CASE:

SECTION 11 **Judge Donald G. Jacobsen** **Judicial Assistant: Connie Shultz**
Polk County Courthouse
Post Office Box 9000
Drawer J107
Bartow, Fl 33830

SECTION 07 **Judge Michael J. McCarthy** **Judicial Assistant: Theresa Cooper**
Polk County Courthouse
Post Office Box 9000
Drawer J136
Bartow, Fl 33830

SECTION 04 **Judge Michael E. Raiden** **Judicial Assistant: Dale Edwards**
Polk County Courthouse
Post Office Box 9000
Drawer J137
Bartow, Fl 33830

SECTION 15 **Judge Neil A. Roddenberry** **Judicial Assistant: Lisa Schrader**
Polk County Courthouse
Post Office Box 9000
Drawer J158
Bartow, Fl 33830

SECTION 08 **Judge Karla F. Wright** **Judicial Assistant: Carrie Collier**
Polk County Courthouse
Post Office Box 9000
Drawer J147
Bartow, Fl 33830

SECTION 03 **Judge Marcus Ezelle** **Judicial Assistant: Libby Bradley**
HARDEE **Hardee County Courthouse**
417 West Main Street
Suite 327
Wauchula, Fl 33873

SECTION 10 **Judge Angela J. Cowden** **Judicial Assistant: Debra Coleman**
HIGHLANDS **430 South Commerce Avenue**
Sebring, Fl 33870

If you have any questions or need assistance,
please call 863-594-1113
Monday through Friday 8:30 to 5:00

IN THE CIRCUIT COURT OF THE TENTH JUDICIAL CIRCUIT
IN AND FOR (POLK/HIGHLANDS/HARDEE) COUNTY, FLORIDA

Plaintiff(s),

VS.

CASE NUMBER:

Defendants.

_____ /

BORROWER'S REQUEST TO PARTICIPATE IN RMFM PROGRAM

_____ (*print your name/s*), as the borrower on the mortgage sued upon in this case, hereby requests that this case be referred by the court to mediation using the RMFM Program. The undersigned states, under penalty of perjury, that he or she is currently living on the property as a primary residence and the property has a homestead tax exemption.

Signed on _____, 20__.

(*Signature*)

(*Printed Name*)

CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing was sent by regular US Mail on _____, 20__, to: _____

(*Signature*)