



## *Court of Common Pleas of Berks County*

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**Twenty Third Judicial District of Pennsylvania**  
**633 Court Street, Reading, PA 19601**  
**Stephen A. Weber, District Court Administrator**  
**(610) 478-6208 ext. 3683 Fax (610) 478-6366**

**Tammy Funk**, Criminal/Civil Court Administrator  
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**Lisa Siciliano, Esq.**, Family Court Administrator  
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January 22, 2018

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 modification of your mortgage from your lender. Your cooperation in complying with the requirements of the Program is essential in order 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. Uniform Borrower Assistance Form;
3. IRS Form 4506-T.

Please fill out the enclosed documents and sign where indicated. Mail these documents, along with all of 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.