

Date:  
Loan Servicer:  
Address:

Homeowner name:  
Homeowner address:

Re: **REQUEST FOR MEET AND CONFER**  
Loan number:

To Whom It May Concern:

I am writing to respond to a Notice of Pre-Foreclosure Options, under RCW 61.24.031, which I received on \_\_\_\_\_ (date). **I am requesting a meeting (“meet and confer”) with the beneficiary of my mortgage.**

A loan servicer may not issue a Notice of Default until the meeting occurs. Under RCW 61.24.031(4)(1)(e), if a meeting is requested by the homeowner, the beneficiary **shall schedule the meeting to occur before the notice of default is issued.** Consequently, the foreclosure process cannot move forward until I meet with the beneficiary of my loan.

Under RCW 61.24.031(4)(1)(f), I have the right to request an in-person meeting within thirty days of the Notice of Pre-Foreclosure Options. I may also request a meeting by phone. I am requesting an **IN-PERSON** meeting / **PHONE** meeting (*choose one*). I understand that if I request an in-person meeting, it must be held in the county where I live.

During the meeting, I understand the beneficiary will assess my financial ability to modify or restructure the loan, including a discussion of options to avoid foreclosure. A person who is authorized to agree to a resolution, including modifying or restructuring the obligation on behalf of the beneficiary, must be present in-person or by telephone or video conference during the entire meeting.

Please contact me at \_\_\_\_\_ to schedule the meeting with the beneficiary of my mortgage.

Sincerely,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Printed name: