

**ADMINISTRATIVE ORDER OF THE  
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS**

Pursuant to the authority vested in me, and in accordance with 22 NYCRR § 202.6(a), I hereby rescind form UCS-840F [Foreclosure - Request for Judicial Intervention Addendum (4/2013)], and prescribe the attached form UCS-840F [Foreclosure - Request for Judicial Intervention Addendum (12/2013)] effective December 16, 2013.

  
\_\_\_\_\_  
Chief Administrative Judge of the Courts

Dated: November 22, 2013

AO/237/13

# FORECLOSURE Request for Judicial Intervention Addendum

UCS-840F  
12/2013

COURT, COUNTY OF \_\_\_\_\_

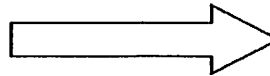
INDEX NO. \_\_\_\_\_

For use in ALL mortgage foreclosure actions where the property is: (check if applicable)

1. A one- to four-family owner-occupied residential property

OR

2. An owner-occupied condominium



### Instructions

If # 1 or # 2 is applicable:

- Select "Residential Mortgage Foreclosure Settlement Conference" as the Nature of Judicial Intervention on the RJI.
- Identify the mortgage servicer.
- The Defendant/Respondent Information section below **MUST** be completed for all defendants and attached to the RJI.

Mortgage Servicer: \_\_\_\_\_

**DEFENDANT/RESPONDENT INFORMATION:** List parties in caption order. Attach additional sheets as necessary.

1. Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Primary Phone: ( ) - - Secondary Phone: ( ) -

Address: \_\_\_\_\_ e-mail: \_\_\_\_\_  
(Street Address) (City) (State) (Zip)

Comments: \_\_\_\_\_ 90-day Notice [RPAPL § 1304(1)] mailed on: \_\_\_\_/\_\_\_\_/\_\_\_\_

2. Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Primary Phone: ( ) - - Secondary Phone: ( ) -

Address: \_\_\_\_\_ e-mail: \_\_\_\_\_  
(Street Address) (City) (State) (Zip)

Comments: \_\_\_\_\_ 90-day Notice [RPAPL § 1304(1)] mailed on: \_\_\_\_/\_\_\_\_/\_\_\_\_

3. Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Primary Phone: ( ) - - Secondary Phone: ( ) -

Address: \_\_\_\_\_ e-mail: \_\_\_\_\_  
(Street Address) (City) (State) (Zip)

Comments: \_\_\_\_\_ 90-day Notice [RPAPL § 1304(1)] mailed on: \_\_\_\_/\_\_\_\_/\_\_\_\_

4. Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Primary Phone: ( ) - - Secondary Phone: ( ) -

Address: \_\_\_\_\_ e-mail: \_\_\_\_\_  
(Street Address) (City) (State) (Zip)

Comments: \_\_\_\_\_ 90-day Notice [RPAPL § 1304(1)] mailed on: \_\_\_\_/\_\_\_\_/\_\_\_\_

5. Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Primary Phone: ( ) - - Secondary Phone: ( ) -

Address: \_\_\_\_\_ e-mail: \_\_\_\_\_  
(Street Address) (City) (State) (Zip)

Comments: \_\_\_\_\_ 90-day Notice [RPAPL § 1304(1)] mailed on: \_\_\_\_/\_\_\_\_/\_\_\_\_

**ATTENTION:** Proof of service must be filed with this RJI for each defendant upon whom a summons and complaint or summons with notice has been served. [CPLR § 3408]