

INSTRUCTIONS FOR PREPARING AND FILING AN ANSWER

Please follow these instructions, and complete each and every step as listed below:

- STEP #1: Complete the Answer by :
- A. Writing the names of the plaintiff and defendant(s) on the top left
 - B. Writing the case number on the top right
 - C. Fill in your name where it says "Answer of Defendant _____"
 - D. Write down the reasons your home should not be foreclosed or whether you want time to sell your home, time to move, time for refinance, etc.
 - E. Signing your name(s), address and phone number on the line above Defendant (s)
- STEP #2: Make two copies of the Answer.
- STEP #4: Take the two copies and the original to the Courthouse at 73 West Flagler Street, Miami, Florida and file them with the Clerk of Courts. Ask the Clerk for two date-stamped copies of your Answer. (You do not have to pay the Clerk to do these steps.)
- STEP #5: Mail one date stamped copy of the Answer to the plaintiff's attorney. Keep the second date-stamped copy for your records.

After you do this, you can go to <http://www.miami-dadeclerk.com/civil/pubsearch.asp> or call (305) 275-1155 to get information about any hearings or other activity in your case.

IN THE CIRCUIT COURT IN AND FOR MIAMI-DADE COUNTY, FLORIDA

Case No.

Plaintiff

vs.

Defendant (s).

_____ /

ANSWER FROM DEFENDANT _____

CERTIFICATE OF SERVICE

The undersigned certifies that on this date _____, a true copy of this Answer was mailed to _____, Attorney for Plaintiff, at the address of _____

Defendant Signature

Printed Name

Address

Phone Number