

## MAINE JUDICIAL BRANCH

### RESIDENTIAL FORCIBLE ENTRY AND DETAINER (EVICTION) INFORMATION SHEET AND MEDIATION REQUEST

You have been served with an eviction notice **OR** a court complaint and summons with your scheduled court date and time. Here is some important information that may help you.

**PLEASE NOTE: If you do not go to court on the date your case is scheduled, you will likely lose your case and have to move out of your home.**

#### HELP AND INFORMATION:

##### **Legal Help – You might be able to get free help from a lawyer:**

- Pine Tree Legal Assistance (PTLA) is free for low-income tenants. Hotline hours are Monday 12:00 – 2:30, Tuesday and Thursday 9:00 – 11:30. Call 207-774-8211.
- Legal Services for Maine Elders – is free for those 60 and older: Call 1-800-750-5353.

##### **Information - Find out more!**

- PTLA holds a free information session about the eviction process in Maine every Tuesdays at 9:00 am. Go to [ptla.org/fed](http://ptla.org/fed) for phone or internet options to learn more about the eviction process in Maine.

#### NOTICE TO QUIT OR NOTICE TO TERMINATE

The “notice to quit” or “notice to terminate” is generally the first step a landlord must take to start an eviction case against you. Once the notice period ends, your landlord may file an eviction case (called a “forcible entry and detainer” case) against you by having a sheriff give you a summons and complaint that tells you when to come to court. It is important to get legal help. If you can’t afford an attorney, you may call PTLA or Legal Services for the Elderly. Their phone numbers are above. You may be eligible for free legal help.

#### COURT HEARING DATE

- **Go to Court: If you have been given a court summons, you must attend your court hearing on the date listed on the summons.** The summons says when to go to court for your hearing, and if the hearing will be by video or phone, how to join. If you do **not** attend your hearing, you **may be evicted**.
- **Mediation: You can ask for mediation.** Mediation gives you the chance to settle your case. You can ask for mediation before the hearing date using the Request for Mediation Form (see next page). You can also ask for mediation at the court. Alternatively, the judge might order your case to mediation.
- **Hearing:** If your case does not settle in mediation, the judge will hold a hearing to listen to both sides and decide what will happen.

**ADA Notice:** The Maine Judicial Branch complies with the Americans with Disabilities Act (ADA). If you need a reasonable accommodation, contact the Court Access Coordinator, [accessibility@courts.maine.gov](mailto:accessibility@courts.maine.gov), or a court clerk.

**Language Services:** For language assistance and interpreters, contact a court clerk or [interpreters@courts.maine.gov](mailto:interpreters@courts.maine.gov)

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MEDIATION

What is mediation?

In mediation, a neutral person approved by the court tries to help the parties come to an agreement. This person is called a mediator and is trained to help parties explore solutions without taking sides.

Options for agreement: Some options for agreement are: a payment plan for back rent to keep a tenant in the rented home, setting a move-out date, a plan for repairs, a reasonable accommodation for a disability, or some other solution that the tenant and landlord both agree to. Mediation is usually held in person but can be held remotely by video or phone.

Who will be there?

The mediator, you, your lawyer if you have one, the landlord and the landlord’s lawyer if they have one. Others might also be present for support.

How to ask for mediation:

If you would like to mediate your case, send or bring the Request for Mediation form below to the court. You can also write a letter to the court. You can ask for mediation at court when you go on the hearing date.

Questions? Contact the court at the number listed on the summons.

REQUEST FOR MEDIATION

I would like mediation in my case.

I am (select one) the defendant (tenant) the plaintiff (landlord).

My Name is (please print):

My cell phone number is:

My email address is:

The name of the other party listed on the summons and complaint is:

To the best of my knowledge, the other party’s cell phone number is:

To the best of my knowledge, the other party’s email address is:

The address of rental property is:

Date (mm/dd/yyyy):



Signature

Personal information in this form will be used only for court purposes and will not be shared with the public.

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