

**IN THE MAGISTRATE COURT OF WORTH COUNTY
STATE OF GEORGIA**

Plaintiff:

Name

Date Filed _____

Plaintiff's Contact Information

Case No: _____

Name

GARNISHMENT

Street

City State Zip Code

E-Mail Address

Garnishment Court information

201 North Main Street Room 21

Street Address

Sylvester, Georgia 31791

City Zip Code

229-776-8210

Phone Number

Phone Number Bar Number

Vs.

Defendant(s) Name, Address

Garnishee Name, Address

SUMMONS OF GARNISHMENT ON A FINANCIAL INSTITUTION

**DO NOT USE THIS FORM IF THIS IS A CONTINUING GARNISHMENT
(SEE O.C.G.A. §§ 18-4-72 and 18-4-78) OR CONTINUING GARNISHMENT FOR CHILD
SUPPORT OR ALIMONY (SEE O.C.G.A. §§ 18-4-73 and 18-4-80).**

[] Check this box if other allegations are made against a nonjudgment Defendant pursuant to O.C.G.A. 18-4-23.

[] Check this box if this is a garnishment for child support or alimony.

TO THE ABOVE-NAMED GARNISHEE:

Total amount claimed due by the Plaintiff \$ _____

Plus court costs due on this summons \$ _____

Total garnishment claim \$ _____

COURT OF JUDGMENT _____

JUDGMENT CASE NO. _____

YOU ARE HEREBY COMMANDED to immediately hold all money, including wages, and other property, except what is known to be exempt, including property in safe-deposit boxes or similar property that you hold, belonging to the Defendant named above beginning on the day of service of this summons and including the next five days. You are **FURTHER COMMANDED** to file your answer, in writing, not sooner than five days and not later than 15 days after the date you were served with this summons, with the Clerk of this Court and serve a copy of your answer upon the Plaintiff or Plaintiff's Attorney named above and the Defendant named above, or the Defendant's Attorney, if known, at the time of making such answer. Your answer shall state what money, including wages, or other property, except what is known to be exempt, belonging to the Defendant you hold beginning on the day of service of this summons and including the next five days. Money, including wages, or other property admitted in an answer to be subject to garnishment must be sent or delivered to the Court concurrently with your answer.

If, in answering this summons, you state that the property of the Defendant includes property in a safe-deposit box or similar property, you shall answer to the Court issuing this summons as to the existence of such safe-deposit box or similar property and shall restrict access to any contents of such safe-deposit box or similar property until further order of such Court regarding the disposition of such contents or 120 days from the date of filing your answer to this summons unless such time has been extended by the Court, whichever is sooner.

Should you fail to file a Garnishee Answer as required by this summons, a judgment by default will be rendered against you for the amount remaining due on the judgment as shown in the Plaintiff's Affidavit of Garnishment.

WITNESS, the Honorable Casey Rouse, Judge of said Court.

This _____ day of _____, 20_____.

_____, Clerk of Court

By: _____

Deputy Clerk, Worth Magistrate Court

**IN THE MAGISTRATE COURT OF WORTH COUNTY
STATE OF GEORGIA**

Plaintiff(s) Name, Address

vs.

Defendant(s) Name, Address

Garnishee Name, Address

Date Filed _____

Case No: _____

GARNISHMENT

ATTACHMENT FOR SUMMONS OF GARNISHMENT ON A FINANCIAL INSTITUTION

Other known names of the Defendant:

Current and past addresses of the Defendant:

Social security number or federal tax identification number of the Defendant:

Account or identification numbers of accounts of the Defendant used by the Garnishee:

Other allegations pursuant to O.C.G.A. 18-4-23

THIS PLEADING SHALL NOT BE FILED WITH THE COURT

**IN THE MAGISTRATE COURT OF WORTH COUNTY
STATE OF GEORGIA**

Plaintiff:

Name

Street

City State Zip Code

E-Mail Address

Phone Number Bar Number

vs.

Date Filed _____

Case No. _____

GARNISHMENT

Defendant(s) Name, Address

Garnishee Name, Address

AFFIDAVIT OF GARNISHMENT

() Check if the Garnishee is a financial institution.

() Check if garnishment is for the collection of child support or alimony. See OCGA. § 18-4-50. et seq.

Personally appeared (Print Name) _____ who on oath says:

1. I am the (Plaintiff) (Attorney for Plaintiff) (Agent for Plaintiff). **[Circle one]**
2. The Plaintiff obtained a judgment against the Defendant in Case Number _____, in the _____ Court of _____, County, _____ State, and no agreement requires forbearance from garnishment which is applied for currently.
3. \$ _____ is the balance due, which consists of the sum of \$ _____ Principal, \$ _____ Post Judgment interest, and \$ _____ Other (e.g., prejudgment interest, attorney's fees, costs exclusive of the cost of this action)
4. Upon the Affiant's personal knowledge or belief, the sum stated herein is unpaid.

This _____ day of _____, 20____.

Sworn to and subscribed before me

this _____ day of _____, 20____.

Notary Public/Deputy Clerk of Court

Affiant

Print Name of Affiant

**IN THE MAGISTRATE COURT OF WORTH COUNTY
STATE OF GEORGIA**

Plaintiff:

Date Filed _____

Plaintiff's Contact Information:

Case No: _____

Name

Street Address

City

State

Zip Code

E-mail Address

Phone Number

Bar number

vs

GARNISHMENT

Defendant(s) Name, Address

Garnishee Name, Address

**NOTICE TO DEFENDANT OF RIGHT AGAINST GARNISHMENT
OF MONEY, INCLUDING WAGES, AND OTHER PROPERTY**

You received this notice because money, including wages, and other property belonging to you have been garnished to pay a court judgment against you. HOWEVER, YOU MAY BE ABLE TO KEEP YOUR MONEY, INCLUDING WAGES, OR OTHER PROPERTY. **READ THIS NOTICE CAREFULLY.**

State and federal law protects some money, including wages, from garnishment even if it is in a bank. Some common exemptions are benefits from social security, supplemental security income, unemployment, workers' compensation, the Veterans' Administration, state pension, retirement funds, and disability income. This list of exemptions does not include all possible exemptions. A more detailed list of exemptions is available at the Clerk of Court's office located at Worth County Magistrate Court, 201 North Main Street Room 21, Sylvester, Georgia 31791, and on the website for the Attorney General (www.law.ga.gov).

Garnishment of your earnings from your employment is limited to the lesser of 25 percent of your disposable earnings for a week or the amount by which your disposable earnings for a week exceed \$217.50. More than 25 percent of your disposable earnings may be taken from your earnings for the payment of child support or alimony or if a Chapter 13 bankruptcy allows a higher amount.

TO PROTECT YOUR MONEY, INCLUDING WAGES, AND OTHER PROPERTY FROM BEING GARNISHED, YOU MUST:

1. Complete the Defendant's Claim Form as set forth below; and
2. File this completed claim form with the Clerk of Court's office located at Worth County Magistrate Court, 201 North Main Street Room 21, Sylvester, Georgia 31791.

FILE YOUR COMPLETED CLAIM FORM AS SOON AS POSSIBLE. You may lose your right to claim an exemption if you do not file your claim form within 20 days after the Garnishee's Answer is filed or if you do not mail or deliver a copy of your completed claim form to the Plaintiff and the Garnishee at the addresses listed on this notice.

The Court will schedule a hearing within ten days from when it receives your claim form. The Court will mail you the time and date of the hearing at the address that you provide on your claim form. You may go to the hearing with or without an attorney. You will need to give the Court documents or other proof that your money is exempt.

The Clerk of Court cannot give you legal advice. **IF YOU NEED LEGAL ASSISTANCE, YOU SHOULD SEE AN ATTORNEY.** If you cannot afford a private attorney, legal services may be available.

DEFENDANT'S CLAIM FORM

Case No. _____

I CLAIM EXEMPTION from garnishment. Some of my money or property held by the garnishee is exempt because it is: (check all that apply)

- ☐ 1. Social security benefits.
- ☐ 2. Supplemental security income benefits.
- ☐ 3. Unemployment benefits.
- ☐ 4. Workers' compensation.
- ☐ 5. Veterans' benefits.
- ☐ 6. State pension benefits.
- ☐ 7. Disability income benefits.
- ☐ 8. Money that belongs to a joint account holder.
- ☐ 9. Child support or alimony.
- ☐ 10. Exempt wages, retirement, or pension benefits.
- ☐ 11. Exemptions for taxes due on income or earnings not subject to employer withholding.
- ☐ 12. Other exemptions as provided by law.

Explain:

I further state: (check all that apply)

- ☐ 1. The Plaintiff does not have a judgment against me.
- ☐ 2. The amount shown due on the Plaintiff's Affidavit of Garnishment is incorrect.
- ☐ 3. The Plaintiff's Affidavit of Garnishment is untrue or legally insufficient.

Send the notice of the hearing on my claim to me at:

Address: _____

Phone Number: _____

Email Address: _____

The statements made in this claim form are true to the best of my knowledge and belief.

_____, 20_____
Defendant's signature Date

Print name of Defendant

CERTIFICATE OF SERVICE

This is to certify that I have this day served the Plaintiff or Plaintiff's Attorney and the Garnishee in the foregoing matter with a copy of this pleading by depositing it in the United States Mail in a properly addressed envelope with adequate postage thereon.

This _____ day of _____, 20_____.

Defendant or Defendant's Attorney

**IN THE MAGISTRATE COURT OF WORTH COUNTY
STATE OF GEORGIA**

Date Filed _____

Case No: _____

Plaintiff(s) Name, Address

Vs.

GARNISHMENT

Defendant(s) Name, Address

Garnishee Name, Address

**FINANCIAL INSTITUTION GARNISHEE ANSWER OF
_____ (GARNISHEE)**

1. At the time of service of the Summons of Garnishment on a Financial Institution and including the next five days, the Garnishee had in its possession the following described money and property of the Defendant:

_____.

2. \$_____ is the amount herewith paid into court.

3. ☐ Check if the Defendant is not presently an account holder of the Garnishee.

4. The Garnishee further states: _____.

Garnishee, Garnishee's Attorney, or
Officer or Employee of an entity Garnishee

CERTIFICATE OF SERVICE

This is to certify that I have this day served the Plaintiff or Plaintiff's Attorney and the Defendant or Defendant's Attorney in the foregoing matter with a copy of this pleading by depositing it in the United States Mail in a properly addressed envelope with adequate postage thereon.

This _____ day of _____, 20_____.

Garnishee (Attorney) (Officer/Employee)

**IN THE MAGISTRATE COURT OF WORTH COUNTY
STATE OF GEORGIA**

Plaintiff

v.

Defendant

v.

Garnishee

Civil Action No. _____

CERTIFICATE OF SERVICE UPON THE DEFENDANT

Pursuant to OCGA 18-4-8, I, the Plaintiff, hereby certify that not more than **three business** days **after service of the summons of garnishment** on the garnishee, I did cause a copy of the affidavit of garnishment, a copy of the summons of garnishment, a copy of the Notice to Defendant of Right Against Garnishment of Money, Including Wages, and Other Property, and a copy of the Defendant's Claim Form to be served upon the defendant by the following method:

_____1. On _____ I sent said documents to the Defendant's last known address of _____ by regular mail; ***AND*** Registered or certified mail or statutory overnight delivery, return receipt requested.

The return receipt indicating receipt by the defendant, the envelope bearing the official notification from the United States Postal Service of the defendant's refusal to accept delivery of such registered or certified mail, the envelope bearing the official notification from a commercial firm of the defendant's refusal to accept such statutory overnight delivery, or an official written notice from the United States Postal Service of the defendant's refusal to accept delivery of such registered or certified mail **shall** be filed with the clerk of the court in which the garnishment is pending.

_____2. On _____ said documents were delivered personally to the defendant by:

Please attach proof of service by the person making the delivery.

_____3. On _____ I sent said documents to the defendant by regular mail at the address at which the defendant was served as shown on the return of service in the action resulting in the judgment when it shall appear by affidavit to the satisfaction of the clerk of the court that the defendant resides out of this state, has departed this state, cannot, after due diligence, be found within this state, or has concealed his or her place of residence from the plaintiff. A certificate of such mailing shall be filed with the clerk of the court in which the garnishment is pending by the person mailing such notice.

This ____ day of _____, 20____.

Signature

Print Name and Title

**IN THE MAGISTRATE COURT OF WORTH COUNTY
STATE OF GEORGIA**

Date Filed: _____

Case No: _____

GARNISHMENT

Plaintiff(s) Name, Address

VS.

Defendant(s) Name, Address

Garnishee Name, Address

PLAINTIFF'S APPLICATION FOR DISBURSEMENT OF FUNDS

Now comes the Plaintiff in the above-styled case and files this Application for payment of all funds due plaintiff paid by Garnishee and states that no claim has been filed and no traverse has been filed within the twenty (20) days after Garnishee's Answer was filed or all claims and traverses have been adjudicated and resolved in favor of the Plaintiff.

Moreover, Plaintiff states Garnishee and Defendant have been properly served with the Garnishment pursuant to O.C.G.A. 18-4-8 and that proof of such service has been filed with the court.

This ____ day of _____, 20____.

Plaintiff or Plaintiff's Attorney

CERTIFICATE OF SERVICE

This is to certify that I have this day served the Defendant in this foregoing matter with a copy of this pleading by depositing it in the United States Mail in a properly addressed envelope with adequate postage thereon.

This ____ day of _____, 20____.

Plaintiff or Plaintiff(s) Attorney