

Garnishment #: _____
Plaintiff: _____
Address: _____
Phone #: _____
Plaintiff's Attorney: _____

vs

GARNISHMENT

Defendant: _____
Address: _____

Garnishee: _____
Address: _____

AFFIDAVIT

() Check this box if the Garnishee is a financial institution.

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

Personally appeared _____ who on oath says:

1. I am the (Plaintiff) (Attorney at Law 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 the garnishment which is applied for currently.
3. \$ _____ is the balance due, which consists of the sum of \$ _____ Principal, \$ _____ Postjudgment interest, and \$ _____ Other (e.g., prejudgment interest, attorney's fees, costs [exclusive of the costs 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

Garnishment #: _____

Plaintiff: _____

Address: _____

Phone #: _____

Plaintiff's Attorney: _____

vs

Defendant: _____

Address: _____

Garnishee: _____

Address: _____

SUMMONS OF GARNISHMENT

() Check this box if this is a Garnishment for child support or alimony. If this is intended to be a continuing garnishment for support, use the form set forth in O.C.G.A. § 18-4-80.

TO THE ABOVE-NAMED GARNISHEE:

Total amount claimed due by the Plaintiff	\$ _____
Plus court costs due 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 or obligations owed to the Defendant named above beginning on the day of service of this summons and including the next 29 days. You are **FURTHER COMMANDED** to file your answer, in writing, not sooner than 30 days and not later than 45 days from 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 or obligations owed to the Defendant you hold beginning on the day of service of this summons and including the next 29 days. Money, including wages, or other property admitted in an answer to be subject to garnishment must be paid 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 to 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 Mary Kathryn Moss, Judge of said Court.

Tracie Grove Macke, Clerk of Court

This _____ day of _____, 20_____.

Deputy Clerk, Magistrate Court

MAGISTRATE COURT OF CHATHAM COUNTY
133 Montgomery Street, Room 303, Savannah, GA 31401

Garnishment #: _____
Plaintiff: _____
Address: _____
Phone #: _____
Plaintiff's Attorney: _____
vs
Defendant: _____
Address: _____
Garnishee: _____
Address: _____

DESIGNATION OF AGENT FOR BUSINESS ENTITY

Pursuant to O.C.G.A. § 15-10-43(i) and Uniform Magistrate Court Rule 31, this is to certify that _____ is a full-time employee or officer of the above-named corporation, limited liability company, sole partnership, partnership, unincorporated association or other legal entity. I have been designated by said business to represent it in the above-styled civil action. I have the authority to act of on its behalf and to bind it in the same manner as myself to any and all matters related to this case.

Under penalty of perjury, signed this ____ day of _____, 20____.

Sworn to and subscribed before me
this ____ day of _____, 20____.

Deputy Clerk/Notary Public

Signature

Printed Name

Address

Phone Number

Email Address

Garnishment #: _____

Plaintiff: _____

Address: _____

Phone #: _____

Plaintiff's Attorney: _____

vs

Defendant: _____

Address: _____

Garnishee: _____

Address: _____

ATTACHMENT FOR SUMMONS OF GARNISHMENT

Other known names of the Defendant:

Current and past address of the Defendant:

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

THIS PLEADING SHALL NOT BE FILED WITH THE COURT

Garnishment #: _____

Plaintiff: _____

Address: _____

Phone #: _____

Plaintiff's Attorney: _____

vs

Defendant: _____

Address: _____

Garnishee: _____

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 Magistrate Court of Chatham County, 133 Montgomery Street, Room 303, Savannah, Georgia 31401, and on the website for the Attorney General (<http://law.ga.gov/garnishment-exemption>).

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 \$217.00. 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 the Magistrate Court of Chatham County, 133 Montgomery Street, Room 303, Savannah, Georgia 31401.
- 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. 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: _____
E-mail 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

Garnishment #: _____

Plaintiff: _____

Address: _____

Phone #: _____

Plaintiff's Attorney: _____

vs

Defendant: _____

Address: _____

Garnishee: _____

Address: _____

GARNISHEE ANSWER

1. At the time of service or from the time of service to the time of this Garnishee Answer, the Garnishee had in its possession the following described property of the Defendant:

2. At the time of service or from the time of service to the time of this Garnishee Answer, all obligations accruing from the Garnishee to the Defendant are in the amount of \$_____.

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

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