

**MAGISTRATE COURT OF CHATHAM COUNTY**  
133 Montgomery Street, Room 303, Savannah, GA 31401  
(912) 652-7181 <https://courts.chathamcountyga.gov>

Case #: \_\_\_\_\_

Plaintiff(s) Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Attorney: \_\_\_\_\_

vs \_\_\_\_\_

Defendant(s) Name: \_\_\_\_\_

Registered Agent: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

**STATEMENT OF CLAIM**

- Suit on a Note
- Suit on a Account
- Damages
- Other

Plaintiff states the Defendant(s) is indebted to the Plaintiff(s) as follows (you are required by Georgia law to give a brief description of your claim):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

That said claim is in the amount of \$ \_\_\_\_\_ plus \$ \_\_\_\_\_ court costs to date; and all future costs of this suit.

State of Georgia, Chatham County:

\_\_\_\_\_ being duly sworn on oath, says the foregoing is a just and true statement of the Plaintiff(s) and claim made by the Plaintiff(s) against Defendant(s), exclusive of all set-offs and just grounds of defense.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Deputy Clerk/Notary Public

\_\_\_\_\_  
Plaintiff/Affiant

**NOTICE AND SUMMONS**

TO: **ALL DEFENDANTS**

You are hereby notified that the above-named Plaintiff(s) has/have made a claim and is asking for judgment against you in the sum shown by the foregoing statement. YOU ARE REQUIRED TO FILE OR PRESENT AN ANSWER TO THIS CLAIM WITHIN THIRTY (30) DAYS AFTER SERVICE OF THIS CLAIM UPON YOU. IF YOU DO NOT ANSWER, JUDGMENT BY DEFAULT WILL BE ENTERED AGAINST YOU. YOUR ANSWER MUST BE FILED IN WRITING. NO TELEPHONE ANSWERS ARE PERMITTED. The Court will hold a hearing upon this claim at a time to be set after your answer is filed. If you have witnesses, books, receipts, or other writings bearing on this claim, you should bring them with you at the time of the hearing. If you wish to have witnesses summoned, see the Court at once for assistance. If you have any claim against the Plaintiff(s), you should notify the Court by immediately filing a written answer and counterclaim. If you admit the claim, but desire additional time to pay, you must come to the hearing and state the circumstances to the Court. You may come with or without an attorney.

\_\_\_\_\_  
Deputy Clerk