https://www.gasupreme.us/rules/

General Civil and Domestic Relations Case Filing Instructions

1. Provide the class of court and county in which the case is being filed.
2. Provide the plaintiff's and defendant's names.
3. Provide the plaintiff's attorney's name and State Bar number. If you are representing yourself, provide your own name and check the self-represented box.
4. Provide the primary type of case by checking only *one* appropriate box. Cases can be either general civil or domestic relations and only *one* type of primary case within those categories. Check the case type that most accurately describes the primary case. If applicable, check one sub-type under the primary case type. If you are making more than one type of claim, check the case type that involves the largest amount of damages or the one you consider most important. See below for definitions of each case type.
5. Provide an answer to the four questions by checking the appropriate boxes and/or filling in the appropriate lines.

Case Type Definitions

General Civil Cases

Automobile Tort: Any tort case involving personal injury, property damage, or wrongful death resulting from alleged negligent operation of a motor vehicle.

Civil Appeal: Any case disputing the finding of a limited jurisdiction trial court, department, or administrative agency.

Contempt/Modification/Other Post-Judgment: Any case alleging failure to comply with a previously existing court order, seeking to change the terms of a previously existing court order, or any other post-judgment activity in a general civil case.

Contract: Any case involving a dispute over an agreement between two or more parties.

Garnishment: Any case where, after a monetary judgment, a third party who has money or other property belonging to the defendant is required to turn over such money or property to the court.

General Tort: Any tort case that is not defined or is not attributable to one of the other types of torts listed.

Habeas Corpus: Any case designed to review the legality of the detention or imprisonment of an individual, but not the question of his or her guilt or innocence.

Injunction/Mandamus/Other Writ: Cases involving a written court order directing a specific person to perform or refrain from performing a specific act.

Landlord/Tenant: Any case involving a landlord/tenant dispute if the landlord removed a tenant and his or her property from the premises or placed a lien on the tenant's property to repay a debt.

Medical Malpractice Tort: Any tort case that alleges misconduct or negligence by a person in the medical profession acting in a professional capacity, such as doctors, nurses, physician's assistants, dentists, etc.

Product Liability Tort: Any tort case that alleges an injury to a person was caused by the manufacturer or seller of an article due to a defect in, or the condition of, the article sold or an alleged breach of duty to provide suitable instructions to prevent injury.

Real Property: Any case involving disputes over the ownership, use, boundaries, or value of land.

Restraining Petition: Any petition for a restraining order that does not result from a domestic altercation or is not between parties in a domestic relationship.

Other General Civil: Any case that does not fit into one of the other defined case categories in which a plaintiff is requesting the enforcement or protection of a right or the redress or prevention of a wrong.

Domestic Relations Cases

Adoption: Cases involving a request for the establishment of a new and permanent parent-child relationship between persons not biologically parent and child.

Contempt: Any case alleging failure to comply with a previously existing court order. If the contempt action deals with the non-payment of child support, medical support, or alimony, also check the corresponding sub-type box.

Dissolution/Divorce/Separate Maintenance/Alimony: Any case involving the dissolution of a marriage or the establishment of alimony or separate maintenance.

Family Violence Petition: Any case in which a protective order from a family member or domestic partner is requested.

Modification: Any case seeking to change the terms of a previously existing court order. If the modification deals with custody, parenting time, or visitation, also check the corresponding sub-type box.

Paternity/Legitimation: Cases involving establishment of the identity and/or responsibilities of the father of a minor child or a determination of biological offspring.

Support – IV-D: Cases filed by the Georgia Department of Human Services to request maintenance of a minor child by a person who is required under Title IV-D of the Social Security Act of 1973 (42 USC §§ 651-669b) to provide such maintenance.

Support – Private (non-IV-D): Cases filed to request maintenance of a parent/guardian or a minor child by a person who is required by a law other than Title IV-D of the Social Security Act of 1973 (42 USC §§ 651-669b) to provide such maintenance.

Other Domestic Relations: Domestic relations cases that do not adequately fit into any of the other case types, including name changes.

Please note: This form is for statistical purposes only. It shall have no legal effect in a case. The information collected on this form is used solely for court administration purposes. This form does not supplement or replace the filing and service of pleadings or other papers as required by law or court rules. Information on this form will not be entered into evidence.

General Civil and Domestic Relations Case Disposition Form Instructions

1. Provide the class of court and county in which the case is being disposed.
2. Provide the plaintiff's and defendant's names.
3. Provide the reporting party (the individual completing the form).
4. Provide the attorneys' names and State Bar numbers. If parties represented themselves, provide their names and check the self-represented box.
5. Provide the manner of disposition by checking the appropriate box. See below for definitions.
6. Provide an answer to the three questions by checking the appropriate boxes.

Manner of Disposition Definitions

Jury Trial: Cases in which a jury is impaneled to determine the issues of fact in the case. A jury trial should be counted when the jury has been sworn, regardless of whether a verdict is reached.

Bench/Non-Jury Trial: Cases in which a judge or judicial officer is assigned to determine both the issues of fact and law in the case. A bench/non-jury trial should be counted when the first evidence is introduced, regardless of whether a judgment is reached.

Non-Trial Disposition: Cases in which the disposition does not involve either a jury trial or a bench trial.

Alternative Dispute Resolution: If a case was disposed of via a non-trial disposition and the method of disposition was alternative dispute resolution. If this box is checked, then the Non-Trial Disposition box must also be checked. Only check if the whole case was resolved via alternative dispute resolution.

General Civil and Domestic Relations Case Disposition Information Form

☐ Superior or ☐ State Court of _____ County

For Clerk Use Only

Date Disposed _____
MM-DD-YYYY

Case Number _____

Case Style _____

Plaintiff(s)					Defendant(s)				
Last	First	Middle I.	Suffix	Prefix	Last	First	Middle I.	Suffix	Prefix
Last	First	Middle I.	Suffix	Prefix	Last	First	Middle I.	Suffix	Prefix
Last	First	Middle I.	Suffix	Prefix	Last	First	Middle I.	Suffix	Prefix
Last	First	Middle I.	Suffix	Prefix	Last	First	Middle I.	Suffix	Prefix

Reporting Party _____

Plaintiff's Attorney _____ State Bar Number _____ Self-Represented ☐

Defendant's Attorney _____ State Bar Number _____ Self-Represented ☐

Manner of Disposition
Check Only One

- ☐ **Jury Trial**
- ☐ **Bench/Non-Jury Trial**
- ☐ **Non-Trial Disposition, such as:**
  - ☐ **Alternative Dispute Resolution**

☐ Check if any party was self-represented at any point during the life of the case.

☐ Check if the court ordered an interpreter for any party, witness, or other involved individual.

☐ Check if the case was referred/ordered to a court-annexed alternative dispute resolution process.

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

v.

_____,
Defendant

Civil Action File No. _____

PETITION FOR LEGITIMATION, CUSTODY, AND/OR VISITATION

Plaintiff files this Petition and shows the following:

1.

Plaintiff's Residence

□ Plaintiff is a resident of _____ County, Georgia.

2.

Information about child(ren)

□ Plaintiff is the father of the following child(ren):

Name	**Date of Birth**	**Place of Birth**
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3.

Jurisdiction and Venue (Choose only one: a, b, c, or d)

□ a) The mother of said child(ren) is _____ _____, who now resides in _____ County, Georgia, and is subject to the jurisdiction of this Court.

□ b) The child(ren)'s _____ (relationship), whose name is _____ has □ custody/

□ guardianship of the child(ren). □ He/ □ She lives in _____ County, Georgia.

□ c) The mother or other party having custody or guardianship, _____ (state name and relationship to the child) resides outside the state of Georgia and cannot, after due diligence, be found within the state.

□ d) A petition for adoption for the child(ren) is pending in _____ County, Georgia. Therefore, venue is proper in that county.

4.

Service of Process (Choose a, b or c)

□ a) The mother or other legal custodian or guardian has signed an Acknowledgment of Service form.

□ b) The mother or other legal custodian or guardian has signed the Defendant's Acknowledgment of Service, Affidavit of Waiver of Venue and Personal Jurisdiction.

□ c) The mother or other legal custodian or guardian may be personally served at his/her work/residence address of _____.

□ d) While the mother or other legal custodian or guardian resides in Georgia, his or whereabouts of the mother are unknown and s/he must be served by publication as provided by O.C.G.A. § 9-11-4(f)(1)(A).

□ e) The mother or other legal custodian or guardian reside outside the state of Georgia. However, his or her whereabouts are unknown and s/he must be served by publication as provided by O.C.G.A. § 9-11-4(f)(1)(A).

5.

Mother's Consent (Choose a , b, c, d, or e)

□ a) The mother of said child(ren) has consented in writing to the legitimation of said child (ren) and to the □ legal and/or □ physical custody being awarded to the Plaintiff. Her consent is attached hereto as Exhibit "_____."

□ b) The mother of said child(ren) has consented in writing to the legitimation of said child(ren) and to visitation by the Plaintiff

□ c) The mother of said child(ren) is deceased, having died on _____. A copy of her death certificate is attached hereto as Exhibit "_____."

□ d) There is no other legal parent of the child(ren), and the child(ren) have no legal guardian.

□ e) The mother of said child(ren) is opposing the legitimation of said child(ren).

6.

Plaintiff's desire to legitimate child(ren) and change surname(s)

□ This Petition is brought pursuant to O.C.G.A. § 19-7-22 to legitimate said child(ren) and to change his/her/their surname(s) from _____ to _____.

7.

Current Custody Arrangement (Choose a or b)

□ a) The Defendant, _____, presently has legal custody of the minor child(ren). They have lived with him/her since _____ (date).

□ b) The □ legal custodian/ □ legal guardian of the minor child(ren) is _____ (name), who is related to the children as follows: _____.

The legal custodian, _____, has the following type of legal custody or guardianship:

_____

(temporary guardianship, permanent guardianship, permanent custody, etc.). S/he has had this legal custody or guardianship since _____ (date).

8.

Future Custody Arrangement

□ It is in the best interest(s) of the child(ren) for the custody to be as follows:

_____

_____

_____

9.

Visitation (Choose a or b)

□ a) It is in the best interest(s) of the child(ren) that the following visitation schedule be established:

_____

_____

_____

_____

_____

_____

_____

_____

_____

□ b) It is in the best interest(s) of the child(ren) that the visitation schedule in the forms packet on page thirty (30) be adopted.

WHEREFORE, Plaintiff demands the following:

(a) That the name of said child be changed from _____ to _____;

(b) That said child be legitimized by (his) (her) new name as the legitimate (son) (daughter) of petitioner;

(c) That the petitioner be granted visitation rights;

(d) That the petitioner be awarded custody as follows: _____

_____

(c) If necessary, rule nisi issue directing the said _____ to appear before the Court to show cause why the relief demanded by this petition should not be granted.

_____

Plaintiff *pro se*

Address: _____

Telephone: _____

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

v.

_____,
Defendant

) Civil Action File No. _____

VERIFICATION

Personally appeared before the undersigned officer, duly authorized to administer oaths in the state of Georgia, _____, who after being duly sworn, deposes and states that s/he is the Plaintiff in the above-styled action and verifies that the facts contained in the within and foregoing Petition for Legitimization are true and correct to the best of her information, knowledge, and belief.

This _____ day of _____, 20_____.

_____,
Plaintiff *pro se*

Sworn and subscribed before me
This _____ day of _____, 20_____.

_____
Notary Public, State of Georgia

My Commission Expires _____.

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____, Plaintiff,	)	
v.	)	Civil Action No. _____
_____, Defendant.	)	

CERTIFICATE OF SERVICE

I hereby certify that I have this day served the foregoing **Petition for Legitimation** upon the following counsel for [party] [or party if no counsel of record] by delivering [or causing to be delivered] by hand a copy of same as follows:

[Name and address of counsel of record, or of parties if no counsel of record.]

_____

_____

This _____ day of _____, 20____.

_____
Plaintiff *pro se*

Address _____

Telephone Number _____

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,	)	
	)	
Plaintiff,	)	
	)	
v.	)	Civil Action No. _____
	)	
	)	
_____,	)	
	)	
Defendant.	)	

PLAINTIFF'S AFFIDAVIT REQUIRED BY O.C.G.A. § 19-7-43(d)

State of Georgia
County of _____

Personally before the undersigned officer authorized to administer oaths appeared _____, who, being duly sworn, does state on oath the following:

1.

That affiant is the plaintiff named in the above- styled action to legitimate the following child(ren) who were born to the affiant and to _____:

Name	Date of Birth	Place of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

2.

The present address of the Plaintiff is _____.

3.

The present address of the Defendant is _____.

4.

I attest that the defendant and I had sexual intercourse at or about the time of the child(ren)'s conception, which would have been approximately the following dates: _____ ; _____; _____; _____..

5.

I attest that I was the sole sexual partner of the Defendant at the time her child(ren), _____, was/were conceived.

6.

I attest that based upon my knowledge and belief, as well as the defendant's statements to me that I was the defendant's sole sexual partner.

7.

I attest that the Defendant has admitted to me that her child(ren),

_____,

is /are my biological child(ren), and the product of our sexual intercourse during our relationship.

8.

I attest that our child(ren),

_____

currently reside(s) at

_____(address).

9.

I attest that the minor child(ren),

_____,

is/are my biological child(ren).

_____

Affiant/Plaintiff/Father

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

_____

Notary Public

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____, Plaintiff,	)	
v.	)	Civil Action No. _____
_____, Defendant.	)	

DEFENDANT'S ACKNOWLEDGEMENT OF SERVICE
AFFIDAVIT OF WAIVER OF VENUE AND PERSONAL JURISDICTION

I, _____, the named Defendant in the above-styled case, after being duly sworn do hereby depose and say that I am a resident of _____ County, _____ (state), and that the Plaintiff in the above-styled case is a resident of _____ County, Georgia. I affirm that I have received a copy of said Petition/Complaint, and I hereby waive any and all further notice, service, and issuance of process.

After being duly informed that I have a constitutional right to a trial by Judge or jury on the above matter in the county of my residence, and with that knowledge, I hereby expressly waive my right to venue in the county of my residence, and consent to venue and personal jurisdiction in the county of this Superior Court.

This _____ day of _____, 20____.

_____
Affiant

_____
Notary Public

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

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

v.

_____,
Defendant

) Civil Action File No. _____

ACKNOWLEDGMENT OF SERVICE AND CONSENT TO LEGITIMATION

1.

Acknowledgement of Service

_____, the natural mother of _____, hereby acknowledges that she has received a copy of the foregoing Petition to Legitimate the said _____ and to change his/her name from _____ to _____, and she hereby waives any and all further service or notice of any nature in this proceeding.

2.

Consent to legitimation and change of name

The mother hereby consents to the judicial legitimization of _____ _____ and the change of his/her/their surname(s) from _____ to _____.

Non-interference with affection toward either parent

3.

☐ The parties agree that the welfare of the child(ren) is of paramount importance and each agrees to foster and encourage a feeling of affection between themselves and the child(ren). Neither party shall do anything to hamper the natural development of the children's love and respect for the other party.

4.

Custody (Check a, b, or c)

□ a) The □ Father/ □ Mother shall have the temporary and permanent legal and physical custody of the minor child (ren).

□ b) The Father and Mother shall share joint legal custody of the minor child(ren). The parties shall share decision-making concerning the children; however, the □ Father/ □ Mother shall have the right to make the final decision in the event the parties cannot agree.

Primary physical custody of the minor child (ren) shall be with the □ Father/ □Mother as follows:

_____
_____
_____
_____

Secondary physical custody shall be with the □ Father/ □ Mother as follows:

_____
_____
_____
_____

□ c) The Father and Mother shall share joint legal custody and joint physical custody of the minor child (ren).

Physical custody shall be shared by the parties as follows:

_____
_____
_____
_____

The parties shall share decision making concerning the child (ren); however, in the event the parties cannot decide, the □ Father/ □ Mother shall have the final decision concerning

_____
_____
_____
_____

5.

Visitation (Choose a or b)

□ a) The □ Father/ □ Mother shall have the right of visitation with the minor children as follows:

_____
_____
_____
_____
_____
_____
_____

[OR]

□ b) The visitation schedule is attached hereto and incorporated herein.

Child Support

Please go to http://www.georgiacourts.org/csc/ and complete the Child Support Worksheet. Your papers will NOT be accepted for filing unless you complete and attach the Child Support Worksheet.

6.

□ The □ Father/□ Mother shall pay to the □ Father/□ Mother, as support of the minor child(ren), the sum of $ _____* per □week/ □bi-weekly/ □ month, starting on _____, and continuing per □week/ □bi-weekly/ □ month thereafter until each respective child reaches the age of eighteen (18), or so long as the child is enrolled in and attending secondary school (not to exceed age twenty (20)), marries, dies, or becomes otherwise emancipated. The child support obligation shall be reduced as follows as each child becomes emancipated:

_____
_____

*This amount was derived from line 13 of the Child Support Worksheet, which is attached hereto as Exhibit 1.

6.

Manner of Payment of Child Support (Check a or b)

□ a) All payments of child support shall be paid directly to the □ Father/□ Mother at the following address:

_____.

No Income Deduction Order will be entered into at this time. However, when ever, in violation of the terms of this Agreement, there shall have been a failure to make the support payments due hereunder so that the amount unpaid is equal to or greater than the amount payable for one (1) month, the payments required to be made may be collected by

the process of continuing garnishment for support. In the event □ Father/ □ Mother fails to pay any child support obligation in this Agreement on a timely fashion on any three (3) occasions in any twelve (12) month period, the parties agree that an income deduction order shall then be entered.

□ b) All payments of child support shall be paid to Georgia Child Support Enforcement pursuant to an Income Deduction Order.

7.

Health Insurance

□ The □ Father/ □ Mother shall maintain a policy of medical, dental, and hospitalization insurance for the benefit of the minor child(ren) for so long as the child support obligation set forth herein exists. Costs not covered under the insurance policy shall be divided between Father and Mother as follows:

_____

_____

_____

The □ Father/ □ Mother shall provide the □ Husband/ □ Wife with an insurance identification card or such other acceptable proof of insurance coverage and shall cooperate with the □ Husband/ □ Wife in submitting claims under the policy.

This _____ day of _____, 20____.

_____

MOTHER

_____

Notary Public

My commission expires: _____

_____

FATHER

_____

Notary Public

My commission expires: _____

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

v.

_____,
Defendant

) Civil Action File No. _____

AFFIDAVIT SUPPORTING ACKNOWLEDGEMENT OF SERVICE AND CONSENT TO LEGITIMATION

STATE OF GEORGIA
COUNTY OF _____

Personally appeared before the undersigned officer authorized to administer oaths, _____, who states under oath that she is the natural mother of _____, a child born out of wedlock on _____, 20__, in _____, _____ County, State of _____. The natural father of said child is _____, who is the petitioner named in the Petition to Legitimate the said _____ _____.

The above Acknowledgment of Service and Consent to Legitimation was voluntarily and freely made by me on _____, 20____.

_____
Affiant Mother

_____
Notary Public

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

Rule 24.10. Parenting Plans

In all cases involving permanent custody or custody modification (except when a parent seeks emergency relief for family violence), each parent shall prepare and submit a parenting plan, or the parties may jointly submit a parenting plan, as directed by the judge.

The parenting plan should be tailored to fit the needs of each individual family but must at a minimum contain the information required by OCGA § 19-9-1(b) and be presented in substantially the following form:

_____ COUNTY SUPERIOR COURT
STATE OF GEORGIA

Plaintiff,	:	Civil Action
v.	:	Case Number _____
Defendant.	:	

PARENTING PLAN

( ) The parties have agreed to the terms of this plan and this information has been furnished by both parties to meet the requirements of OCGA § 19-9-1. The parties agree on the terms of the plan and affirm the accuracy of the information provided, as shown by their signatures at the end of this order.

( ) This plan has been prepared by the judge.

This plan ( ) is a new plan.
( ) modifies an existing Parenting Plan dated _____.
( ) modifies an existing Order dated _____.

Child's Name	Year of Birth

I. Custody and Decision Making:

A. Legal Custody shall be (choose one)

( ) with the Mother
( ) with the Father
( ) Joint

B. Primary Physical Custodian

For each of the children named below the primary physical custodian shall be:

	y/o/b	( ) Mother	( ) Father	( ) Joint
	y/o/b	( ) Mother	( ) Father	( ) Joint
	y/o/b	( ) Mother	( ) Father	( ) Joint
	y/o/b	( ) Mother	( ) Father	( ) Joint
	y/o/b	( ) Mother	( ) Father	( ) Joint

WHERE JOINT PHYSICAL CUSTODY IS CHOSEN BY THE PARENTS OR ORDERED BY THE COURT, A DETAILED PLAN OF THE LIVING ARRANGEMENTS OF THE CHILD(REN) SHALL BE ATTACHED AND MADE A PART OF THIS PARENTING PLAN.

C. Day-To-Day Decisions

Each parent shall make decisions regarding the day-to-day care of a child while the child is residing with that parent, including any emergency decisions affecting the health or safety of a child.

D. Major Decisions

Major decisions regarding each child shall be made as follows:

Educational decisions	( ) Mother	( ) Father	( ) Joint
Non-emergency health care	( ) Mother	( ) Father	( ) Joint
Religious upbringing	( ) Mother	( ) Father	( ) Joint
Extracurricular activities	( ) Mother	( ) Father	( ) Joint
_____	( ) Mother	( ) Father	( ) Joint
_____	( ) Mother	( ) Father	( ) Joint

E. Disagreements

Where parents have elected joint decision making in Section I.D above, please explain how any disagreements in decision-making will be resolved.

_____

_____

_____

_____

II. Parenting Time/Visitation Schedules

A. Parenting Time/Visitation

During the term of this parenting plan the non-custodial parent shall have at a minimum the following rights of parenting time/visitation (choose an item):

( ) The weekend of the first and third Friday of each month.

( ) The weekend of the first, third, and fifth Friday of each month.

( ) The weekend of the second and fourth Friday of each month.

( ) Every other weekend starting on _____.
( ) Each _____starting at _____a.m./p.m. and ending _____ a.m./p.m.
( ) Other: _____
( ) and weekday parenting time/visitation on (choose an item):
( ) None
( ) Every Wednesday evening
( ) Every other Wednesday during the week prior to a non-visitation weekend.
( ) Every _____and _____evening.
( ) Other: _____
_____
_____

For purposes of this parenting plan, a weekend will start at _____ a.m./p.m. on [Thursday/ Friday/Saturday/Other: _____] and end at _____ a.m./p.m. on [Sunday/Monday/ Other: _____].

Weekday visitation will begin at _____ a.m./p.m. and will end [___p.m. / when the child(ren) return(s) to school or day care the next morning/Other: _____].

This parenting schedule begins:

( ) _____ (day and time) **OR** ( ) date of the Court's Order

B. Major Holidays and Vacation Periods

Thanksgiving

The day to day schedule shall apply unless other arrangements are set forth:

_____

_____

beginning _____.

Winter Vacation

The ( ) mother ( ) father shall have the child(ren) for the first period from the day and time school is dismissed until December_____at___a.m./p.m. in ( ) odd numbered years ( ) even numbered years ( ) every year. The other parent will have the child(ren) for the second period from the day and time indicated above until 6:00 p.m. on the evening before school resumes. Unless otherwise indicated, the parties shall alternate the first and second periods each year.

Other agreement of the parents:

Summer Vacation

Define summer vacation period: _____

The day to day schedule shall apply unless other arrangements are set forth:

_____

_____

beginning _____.

Spring Vacation (if applicable)

Define: _____

The day to day schedule shall apply unless other arrangements are set forth:

_____

_____

beginning _____.

Fall Vacation (if applicable)

Define: _____

The day to day schedule shall apply unless other arrangements are set forth:

_____

_____

beginning _____.

C. Other Holiday Schedule (if applicable)

Martin Luther King Day	_____	_____
Presidents' Day	_____	_____
Mother's Day	_____	_____
Memorial Day	_____	_____
Father's Day	_____	_____
July Fourth	_____	_____
Labor Day	_____	_____
Halloween	_____	_____
Child(ren)'s Birthday(s)		

Mother's Birthday _____ _____
Father's Birthday _____ _____
Religious Holidays: _____ _____

_____
_____
_____
_____

Other:
_____

Other:
_____

Other:
_____

D. **Other extended periods of time during school, etc. (refer to the school schedule)**

_____
_____
_____

E. **Start and end dates for holiday visitation**

For the purposes of this parenting plan, the holiday will start and end as follows (choose one):

( ) Holidays that fall on Friday will include the following Saturday and Sunday
( ) Holidays that fall on Monday will include the preceding Saturday and Sunday
( ) Other: _____

F. **Coordination of Parenting Schedules**

Check if applicable:

( ) The holiday parenting time/visitation schedule takes precedence over the regular parenting time/visitation schedule.
( ) When the child(ren) is/are with a parent for an extended parenting time/visitation period (such as summer), the other parent shall be entitled to visit with the child(ren) during the extended period, as follows:

_____

_____

G. **Transportation Arrangements**

For visitation, the place of meeting for the exchange of the child(ren) shall be:

_____

_____

The _____ will be responsible for transportation of the child at the beginning of visitation.

The _____ will be responsible for transportation of the child at the conclusion of visitation.

Transportation costs, if any, will be allocated as follows:

_____

_____

Other provisions: _____

H. **Contacting the Child**

When the child or children are in the physical custody of one parent, the other parent will have the right to contact the child or children as follows:

( ) Telephone

( ) Other: _____

( ) Limitations on contact:

_____

I. **Supervision of Parenting Time (if applicable)**

( ) Check here if applicable

Supervised parenting time shall apply during the day-to-day schedule as follows: Place: _____

Person/Organization supervising: _____

Responsibility for cost:

( ) Mother ( ) Father ( ) Both equally

J. **Communication Provisions**

Please check:

( ) Each parent shall promptly notify the other parent of a change of address, phone number or cell phone number. A parent changing residence must give at least 30 days notice of the change and provide the full address of the new residence.

( ) Due to prior acts of family violence, the address of the child(ren) and victim of family violence shall be kept confidential. The protected parent shall promptly notify the other parent, through a third party, of any change in contact information necessary to conduct visitation.

III. Access to Records and Information

Rights of the Parents

Absent agreement to limitations or court ordered limitations, pursuant to OCGA § 19-9-1 (b) (1) (D), both parents are entitled to access to all of the child(ren)'s records and information, including, but not limited to, education, health, extracurricular activities, and religious communications. Designation as a non-custodial parent does not affect a parent's right to equal access to these records.

Limitations on Access Rights: _____

_____

_____

Other Information Sharing Provisions:

_____

_____

_____

IV. Modification of Plan or Disagreements

Parties may, by mutual agreement, vary the parenting time/visitation; however, such agreement shall not be a binding court order. Custody shall only be modified by court order.

Should the parents disagree about this parenting plan or wish to modify it, they must make a good faith effort to resolve the issue between them.

V. Special Considerations

Please attach an addendum detailing any special circumstances of which the Court should be aware (e.g., health issues, educational issues, etc.)

_____

VI. Parents' Consent

Please review the following and initial:

1. We recognize that a close and continuing parent-child relationship and continuity in the child's life is in the child's best interest.

Mother's Initials: _____ Father's Initials: _____

2. We recognize that our child's needs will change and grow as the child matures; we have made a good faith effort to take these changing needs into account so that the need for future modifications to the parenting plan are minimized.

Mother's Initials: _____ Father's Initials: _____

3. We recognize that the parent with physical custody will make the day-to-day decisions and emergency decisions while the child is residing with such parent.

Mother's Initials: _____ Father's Initials: _____

( ) We knowingly and voluntarily agree on the terms of this Parenting Plan. Each of us affirms that the information we have provided in this Plan is true and correct.

_____ _____

Mother's Signature Father's Signature

ORDER

The Court has reviewed the foregoing Parenting Plan, and it is hereby made the order of this Court.

This Order entered on _____, 20_____.

_____

JUDGE

_____ COUNTY SUPERIOR COURT

Exhibit "_____"

VISITATION SCHEDULE

The non-custodial parent is _____.

The custodial parent is _____.

The non-custodial parent shall be entitled to exercise reasonable visitation with the minor child with the following minimum provisions:

A. On every 1st, 3rd, and 5th Friday at 6:00 p.m. until the following Sunday at 6:00 p.m.;

B. During even numbered years (2008, 2010, etc.), the non-custodial parent shall have the right of visitation on the holidays delineated below:
   1. Martin Luther King's Birthday
   2. Memorial Day
   3. Labor Day
   4. Thanksgiving
   5. Second week of Christmas Vacation from 2:00 p.m. on December 25 until New Year's Eve.

C. During odd numbered years (2009, 2011, etc.,) the non-custodial parent shall have the right of visitation on the holidays delineated below:
   1. New Year's Day
   2. Easter or Spring Break
   3. July 4th
   4. Halloween
   5. First Week of Christmas vacation, including Christmas Day until 2:00 p.m. on December 25.

D. During even numbered years (2008, 2010, etc.), the custodial parent shall have the minor child on the holidays delineated below:
   1. New Year's Day
   2. Easter or Spring Break
   3. July 4th
   4. Halloween
   5. First week of Christmas vacation, including Christmas Day until 2:00 p.m. on December 25.

E. During odd numbered years (2009, 2011, etc.), the custodial parent shall have the right of visitation on the holidays delineated below:
   1. Martin Luther King's Birthday
   2. Memorial Day
   3. Labor Day
   4. Thanksgiving
   5. Second week of Christmas vacation from 2:00 p.m. on December 25 until New Year's Eve.

F. The Mother shall have the minor child on Mother's Day.

G. The Father shall have the minor child on Father's Day.

H. The non-custodial parent shall have the right to visit with the minor child for two consecutive weeks in the summer between June 15 and August 15. During this period, the custodial parent shall have the minor child on the first (1st) weekend from 6:00 p.m. Friday until 6:00 p.m. Sunday. The non-custodial parent shall give the custodial parent a minimum of thirty (30) days written notice of the intent to exercise this visitation.

I. Holiday visitation shall take precedence over week-end visitation.

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

v.

_____,
Defendant

) Civil Action File No. _____

MOTION FOR SERVICE BY PUBLICATION

Comes plaintiff, pursuant to O.C.G.A. § 9-10-71, and moves the Court for an order directing that service on the defendant be made by publication upon the grounds that he/she cannot, after due diligence, be found within the state, as more fully appears from the affidavit filed herewith and attached hereto.

_____
Plaintiff *pro se*

_____

_____
Address

_____
Telephone Number

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

v.

_____,
Defendant

Civil Action File No. _____

AFFIDAVIT--SERVICE BY PUBLICATION—O.C.G.A. §9-11-4(e)

Personally appeared _____, who, after being duly sworn, states:

That the Defendant resides outside the State of Georgia, and his/her last known address is _____.

--or--

That the Defendant has departed from the State of Georgia or cannot after due diligence be found within the state. The Defendant's last known address is _____.

--or--

The last known residence of the Defendant was outside the State of Georgia at _____ on _____, 20____. The Defendant no longer resides at the foregoing address, nor within the State of Georgia, to the best of Affiant's knowledge, and the present address or whereabouts of the Defendant is unknown to the Affiant.

--or—

The affiant has made a diligent effort to locate defendant by:

_____

_____

_____

_____

And cannot find defendant within this state for the reason that defendant has concealed himself by:

_____

_____

_____

Affiant has no knowledge as to the present residence or whereabouts of the defendant.

The affiant has made the following efforts to find the Defendant (check all that apply)

□ Checking with the Defendant's friends and relatives
Names, addresses, and telephone numbers of everyone plaintiff contacted:

□ Contacting the Defendant's former landlord
Name, address, & telephone number of former landlord:

□ Checking telephone information and directories
List which directories you checked:

□ Attempting to have Defendant served at his/her last known address, which is listed above

□ Other: _____

_____
Plaintiff *pro se*

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

_____
Notary Public

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

v.

_____,
Defendant

Civil Action File No. _____

ORDER FOR SERVICE BY PUBLICATION

Plaintiff having moved the Court for an order directing service to be made upon defendant _____ in the above-styled action by publication of summons, and it appearing to the Court from the verified Complaint and Affidavit in support of such motion that defendant is a nonresident and that the action is an action in which a defendant may be served by publication pursuant to O.C.G.A. § 9- 10-71, it is

ORDERED, that service upon _____ be made by publication as provided by law.

This _____ day of _____, 20 ____.

_____
JUDGE, Superior Courts
_____Judicial Circuit

Presented by:

_____
Plaintiff *pro se*

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

v.

_____,
Defendant

Civil Action File No. _____

NOTICE OF SUMMONS

TO: _____, Defendant Named Above:

You are hereby notified that the above-styled action seeking _____[state the relief sought] was filed against you in said Court on _____, 20____, and that by reason of an order for service of summons by publication entered by the Court on _____. 20____ you are hereby commanded and required to file with the clerk of said Court and serve upon _____, plaintiff, whose address is _____, an answer to the complaint within sixty (60) days of the date of the order for service by publication. If you fail to do so, judgment by default will be taken against you for the relief demanded in the complaint.

Witness the Honorable _____, Judge of said Court.

This the _____ day of _____, 20_____.

_____
Clerk of Court

In the Superior Court of _____ County, Georgia

_____, Plaintiff

vs.

_____, Defendant

Civil Action No. _____

DOMESTIC RELATIONS FINANCIAL AFFIDAVIT OF PLAINTIFF

1. AFFIANT'S NAME:_____Age _____

Spouse's Name: _____Age _____

Date of Marriage: _____ Date of Separation _____

Names and birth dates of children for whom support is to be determined in this action:

Name	Date of Birth	Resides with

Names and birth dates of affiant's other children:

Name	Date of Birth	Resides with

2. SUMMARY OF AFFIANT'S INCOME AND NEEDS

(a) Gross monthly income (from item 3A) $ _____

(b) Net monthly income (from item 3C) $_____

(c) Average monthly expenses (item 5A) $ _____

Monthly payments to creditors + _____

Total monthly expenses and payments to creditors (item 5C) _____

(subsections (d) & (e) deleted)

3. A. AFFIANT'S GROSS MONTHLY INCOME (complete this section or attach Child Support Schedule A)
(All income must be entered based on monthly average regardless of date of receipt.)

Salary or Wages $ _____
ATTACH COPIES OF 2 MOST RECENT WAGE STATEMENTS

Commissions, Fees, Tips $ _____

Income from self-employment, partnership, close corporations, and independent contracts (gross receipts minus ordinary and necessary expenses required to produce income)
ATTACH SHEET ITEMIZING YOUR CALCULATIONS $ _____

Rental Income (gross receipts minus ordinary and necessary expenses required to produce income)
ATTACH SHEET ITEMIZING YOUR CALCULATIONS $ _____

Bonuses $ _____

Overtime Payments $ _____

Severance Pay $ _____

Recurring Income from Pensions or Retirement Plans $ _____

Interest and Dividends $ _____

Trust Income $ _____

Income from Annuities $ _____

Capital Gains $ _____

Social Security Disability or Retirement Benefits $ _____

Workers' Compensation Benefits $ _____

Unemployment Benefits $ _____

Judgments from Personal Injury or Other Civil Cases $ _____

Gifts (cash or other gifts that can be converted to cash) $ _____

Prizes/Lottery Winnings $ _____

Alimony and maintenance from persons not in this case $ _____

Assets which are used for support of family $ _____

Fringe Benefits (if significantly reduce living expenses) $ _____

Any other income (do NOT include means-tested Public assistance, such as TANF or food stamps) $ _____

GROSS MONTHLY INCOME **$** _____

(prior section B deleted)

B. Affiant's Net Monthly Income from employment (deducting only state and federal taxes and FICA) $ _____

Affiant's pay period (i.e., weekly, monthly, etc.) _____

Number of exemptions claimed _____

4. ASSETS

(If you claim or agree that all or part of an asset is non-marital, indicate the non-marital portion under the appropriate spouse's column and state the amount and the basis: pre-marital, gift, inheritance, source of funds, etc.).

Description	**Value**	**Separate Asset of the Husband**	**Separate Asset of the Wife**	**Basis of the Claim**
Cash	$_____	_____	_____	_____
Stocks, bonds	$_____	_____	_____	_____
CD's/Money Market Accounts	$_____	_____	_____	_____
Bank Accounts (list each account):				
_____	$_____	_____	_____	_____
_____	$_____	_____	_____	_____
_____	$_____	_____	_____	_____
Retirement Pensions, 401K, IRA, or Profit Sharing	$_____	_____	_____	_____
Money owed you:	$_____	_____	_____	_____
Tax Refund				

owed you: $_____ _____ _____ _____

Real Estate:

home: $ _____ _____ _____ _____

debt owed: $ _____

other: $_____ _____ _____ _____

debt owed: $ _____

Automobiles/Vehicles:

Vehicle 1: $_____ _____ _____ _____

_____ debt owed: $ _____

Vehicle 2: $_____ _____ _____ _____

_____ debt owed: $_____

Life Insurance
(net cash value): $_____ _____ _____ _____

Furniture/furnishings: $_____ _____ _____ _____

Jewelry: $_____ _____ _____ _____

Collectibles: $_____ _____ _____ _____

Other Assets: $_____ _____ _____ _____

_____ $_____ _____ _____ _____

_____ $_____ _____ _____ _____

_____ $_____ _____ _____ _____

Total Assets: $_____ _____ _____ _____

5. A. AVERAGE MONTHLY EXPENSES

HOUSEHOLD

Mortgage or rent payments	$ _____	Cable TV	$ _____
Property taxes	$ _____	Misc. household and grocery Items	$ _____
Homeowner/Renter Insurance	$ _____	Meals outside the home	$ _____
Electricity	$ _____	Other	$ _____

Water $ _____

Garbage and Sewer $ _____

Telephone:
residential line: $ _____

cellular telephone: $ _____

Gas $ _____

Repairs and maintenance: $ _____

Lawn Care $ _____

Pest Control $ _____

AUTOMOBILE

Gasoline and oil $ _____

Repairs $ _____

Auto tags and license $ _____

Insurance $ _____

OTHER VEHICLES (boats, trailers, RVs, etc.)

Gasoline and oil $ _____

Repairs $ _____

Tags and license $ _____

Insurance $ _____

CHILDREN'S EXPENSES

Child care (total monthly cost) $ _____

School tuition $ _____

Tutoring $ _____

Private lessons (e.g., music, dance) $ _____

School supplies/expenses $ _____

Lunch Money $ _____

Other Educational Expenses (list)

_____ $ _____

_____ $ _____

Allowance $ _____

Clothing $ _____

Diapers $ _____

Medical, dental, prescription (out of pocket/uncovered expenses) $ _____

AFFIANT'S OTHER EXPENSES

Dry cleaning/laundry $ _____

Clothing $ _____

Medical, dental, prescription (out of pocket/uncovered expenses) $ _____

Affiant's gifts (special holidays) $ _____

Entertainment $ _____

Recreational Expenses (e.g., fitness) $ _____

Vacations $ _____

Travel Expenses for Visitation $ _____

Publications $ _____

Dues, clubs $ _____

Religious and charities $ _____

Pet expenses $ _____

Alimony paid to former spouse $ _____

Child support paid for other

Grooming, hygiene $_____ children $_____

Gifts from children to others $_____ Date of initial order: _____

Entertainment $_____ Other (attach sheet) $_____

Activities (including extra-curricular, school, religious, cultural, etc.) $_____

Summer Camps $_____

OTHER INSURANCE

Health $_____

Child(ren)'s portion: $_____

Dental $_____

Child(ren)'s portion: $_____

Vision $_____

Child(ren)'s portion: $_____

Life $_____

Relationship of Beneficiary: _____

Disability $_____

Other(specify): $_____

TOTAL ABOVE EXPENSES $ _____

B. PAYMENTS TO CREDITORS

(please check one)

To Whom:	Balance Due	Monthly Payment	Joint	Plaintiff	Defendant

TOTAL MONTHLY PAYMENTS TO CREDITORS: $ _____

C. TOTAL MONTHLY EXPENSES: $_____

This _____ day of _____, 20_____.

_____
Affiant

_____
Notary Public

IN THE SUPERIOR COURT FOR THE COUNTY OF FLOYD
STATE OF GEORGIA

Plaintiff	:	CIVIL ACTION
v.	:	NO. _____
Defendant	:	

CHILD SUPPORT ADDENDUM

The parties have agreed to the terms of this Order and this information has been furnished by both parties to meet the requirements of OCGA § 19-6-15. The parties agree on the terms of the Order and affirm the accuracy of the information provided, as shown by their signatures at the end of this **addendum**.

This **addendum** includes findings of fact and conclusions of law and fact made by the Court, in compliance with OCGA § 19-6-15.

Application of Child Support Guidelines. The statutory requirements of OCGA § 19-6-15 have been applied in reaching the amount of **child support** provided under the Final Order in this action. The specifics are as follows:

1. Gross Income-The Father's gross monthly income (before taxes) is $_____; the Mother's gross monthly income is $_____ (before taxes).

2. Number of **Children**-The number of **children** for whom **support** is being provided under this order is _____.

3. Attachments-The ***Child Support Worksheet*** and *Schedule E* are attached and made a part of this **Addendum**, along with any other applicable schedules.

4. **Child Support** Amount-The _____ shall pay to the _____, for the **support** of the minor **children**, the sum of $_____ per month, beginning on _____, 20___.

5. **Duration of Child Support**

---

*[You must check & complete **only one** of the following paragraphs.]*

(a) **Beyond Age 18 for High School** - The **child support** shall continue monthly thereafter until each **child** reaches the age of eighteen, dies, marries, or otherwise becomes emancipated; provided that if a **child** becomes eighteen years old while enrolled in and attending secondary

school on a full-time basis, then the **child support** shall continue for the **child through the month when** the **child** has graduated from secondary school or **through the month when**the **child** reaches twenty years of age, whichever occurs first.

(b) **Stops at Age 18** - The **child support** shall continue monthly thereafter until each **child** reaches the age of eighteen, dies, marries, or otherwise becomes emancipated.

(c) **Until Further Order** - This is not a final order, so the **child support** shall continue until further order of this Court.

(d) **Until Specific Date** - The **child support** shall continue monthly thereafter until _____.

6. **Deviation from Presumptive Amount**

*[You must check & complete **only one** of the following paragraphs.]*

(a) **No Deviation** - It has been determined that none of the Deviations allowed under OCGA § 19-6-15 applies in this case, as shown by the attached*Schedule E.* The amount of support in Paragraph 4 above is the Presumptive Amount of Child Support shown on the attached *Child Support Worksheet.*

(b) **Deviation** - It has been determined that one or more of the Deviations allowed under OCGA § 19-6-15 applies in this case, as shown by the attached*Schedule E.* The Presumptive Amount of Child Support that would have been required under OCGA § 19-6-15 if the deviations had not been applied is $_____ per month, as shown on the attached *Child Support Worksheet.* The attached *Schedule E* explains the reasons for the deviation, how the application of the guidelines would be unjust or inappropriate considering the relative ability of each parent to provide support, and how the best interest of the children who are subject to this child support determination is served by deviation from the presumptive amount of child support.

7. **Split Parenting**-A split parenting situation occurs when the parents have two or more children together, where at least one of the children spends more than 50% of the time with one parent, and at least one of the children spends more than 50% of the time with the other parent.

*[You must check & complete **only one** of the following paragraphs.]*

(a) **Not Split Parenting Case** - This case does not involve Split Parenting.

(b) **Split Parenting Case** - This is a Split Parenting case.
Separate ***Child Support** Worksheets* have been filed for the **children** living with the Mother and for the **children** living with the Father, and a ***Child Support** Order **Addendum*** has been entered in this action for each parent. At this time, the Mother is obligated to pay the sum of $_____ per month to the Father, and the Father is obligated to pay the sum of $_____ per month to the Mother.

*[If you checked (b) above, you must check & complete **only one** of the following sub-paragraphs.]*

(1) **Net Payment** - For so long as these amounts remain in effect, the _____ shall pay only the difference between the two amounts (which is $ _____) to the _____, who shall not be required to pay the child support obligation to the other parent.

(2) **Zero Payment** - The parents' child support obligations are equal. For so long as the amounts remain equal, neither parent shall pay any child support payment to the other parent.

(3) **Full Payment From Each** - Each parent shall pay the full amount of his or her child support obligation to the other.

8. **Health, Dental & Vision Insurance for Children**

*[You much check & complete all parts of **only one** of the following paragraphs, (a) or (b).]*

(a) **Insurance Available** - The following insurance for the children involved in this action is available at a reasonable cost to the _____ through that parent's employer or the PeachCare program:

Health (medical, mental health and hospitalization) Dental Vision.

So long as it remains available to that parent, the _____ shall maintain the types of insurance checked above for the benefit of the minor children, until each child reaches the age of eighteen, dies, marries, or otherwise becomes emancipated; except that if a child becomes eighteen years old while enrolled in and attending secondary school on a full-time basis, then the insurance shall be continued for the child **until the month when** the child has graduated from secondary school or **through the month the child reaches** twenty years of age, whichever occurs first.

(1) The parent who maintains the insurance shall provide the other parent with an insurance identification card or such other acceptable proof of insurance coverage and shall cooperate with the other parent in submitting claims under the policy.

(2) All money received by one of the parties for claims processed under the insurance policy shall be paid within five (5) days after the party receives the money, to the other party (if that other party paid the applicable health care service provider) or to the applicable health care provider (if the provider has not been paid by one of the parties).

(b) **Insurance Not Available** - Insurance (other than Medicaid) is not available at this time to either party at a reasonable cost. If health insurance for the children later becomes available to the parent who is required to pay child support for these children, then that parent must obtain the following types of insurance, unless it is then being provided by the other parent:

Health (medical, mental health and hospitalization) Dental Vision.

When insurance has been obtained by either party, Paragraphs 8 (a)(1) and (2) shall apply.

9. **Uninsured Health Care Expenses** - The _____ shall pay ___ % and the _____ shall pay ___ 5 of all expenses incurred for the children's health care (including medical, dental, mental health, hospital and vision care) that are not covered by insurance. The party who incurs a health care expense for one of the children shall provide verification of the amount to the other party. That other party shall reimburse the incurring party (or pay the health care provider directly) for the appropriate percentage of the expense, within fifteen (15) days after receiving the verification of a particular health care expense.

10. **Parenting Time Amounts** - The approximate number of days of parenting time per year according to the visitation order is ___ days for the Father and ___ days for the Mother.

11. **Social Security Benefits**

*[You must check & complete **only one** of the following paragraphs.]*

(a) **Not Received** - The **children** do not receive Title II Social Security benefits under the account of the parent ordered to pay **child support.**

(b) **Received** - The **children** receive Title II Social Security benefits under the account of the parent ordered to pay **child support.** The benefits received by the **children** shall be counted as **child support** payments, and shall be applied against the final **child support** order to be paid by that parent.

(1) If the amount of benefits received is less than the amount of **support** ordered, the obligor shall pay the amount exceeding the Social Security benefit.

(2) If the amount of benefits received is equal to or more than the amount of **support** ordered, the obligor's responsibility is met and no further **support**shall be paid.

(3) Any Title II benefits received for the **children's** benefit shall be retained by the custodial parent or nonparent custodian for the **children's** benefit, and it shall not be used as a reason for decreasing the final **child support** order or reducing arrearages.

12. **Modification**

*[You must check & complete **only one** of the following paragraphs.]*

(a) **Not Modification Action** - This is an initial determination of **child support**, not a modification action.

(b) **Support Not Modified** - This action is a modification action, but the order does not modify the amount of **child support** that was previously ordered for these **children**. The date of the initial **support** order concerning this **child support** case was:

(c) **Support Amount Modified** - The Order modifies the amount of **child support** that was previously ordered for these **children**. The basis for the modification is:

(1) Substantial change in the income and financial status of the Father;

(2) Substantial change in the income and financial status of the Mother;

(3) Substantial change in the needs of the Children;

(4) The noncustodial parent failed to exercise visitation provided under the prior order;

(5) The noncustodial parent has exercised more visitation than was provided in the prior order.

The date of the initial support Order concerning this child support case was: ___.

13. **Continuing Garnishment for Child Support** - Whenever, in violation of the terms of the order, there shall have been a failure to make the support payments, so that the amount unpaid is equal to or greater than the amount payable for one month, the payments required to be made may also be collected by the process of continuing garnishment for support.

14. **Income Deduction Order**

*[You must check & complete **only one** of the following paragraphs: (a), (b) or (c).]*

(a) An *Income Deduction Order* shall be entered by the Court, under OCGA § 19-6-32, for payment of the child support and alimony (if any) provided. The*Income Deduction Order* shall take effect:

[To finish (a), you must check either (1) or (2). Do not check both.]

(1) immediately upon entry by the Court.

(2) upon accrual of a delinquency equal to one month's support. The *Income Deduction Order* may be enforced by serving a "Notice of Delinquency," as provided in OCGA § 19-6-32 (f).

(b) The parties agree that an *Income Deduction Order* is not immediately necessary.

(c) The Court finds that there is good cause not to require income deduction, having determined that income deduction will not serve the **children's** best interests and that there has been sufficient proof of timely payment of any previously ordered **support**.

Parties' Consent (if applicable) - We knowingly and voluntarily agree on the terms of this Order. Each of us affirms that the information we have provided in this **Addendum** is true and correct.

Father's Signature

Mother's Signature

ORDER

The Court has reviewed the foregoing ***Child Support Addendum***, and it is hereby made the Order of this Court.

This Order entered on _____, 20 ___.

JUDGE, SUPERIOR COURT OF FLOYD COUNTY

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

v.

_____,
Defendant

Civil Action File No. _____

ORDER

The above matter having been heard, it is therefore the judgment of this Court that _____ is hereby declared to be legitimate and to be the legitimate child of _____, and capable of inheriting from the father in the same manner as if born in lawful wedlock, and from henceforth the name by which said child shall be known shall be _____. Vital Records is directed to change the child(ren)'s surnames on their birth certificate(s) to the last name of their father and to add the father's name on the birth certificate(s).

FURTHER ORDERED:

☐ The Court incorporates into this order the agreement of the parties regarding custody, visitation, and child support.

☐ The Court awards custody of the minor children as follows:

_____

_____

_____

☐ The Court orders visitation as follows:

_____

_____

_____

_____

□ Based on the evidence presented, including the Child Support Worksheet, Schedules "A" through "E," incorporated by reference, and specifically the Child Support Worksheet and Schedule "E" attached hereto, and where applicable, Special Interrogatories also attached hereto, the Court finds as follows:

1. Children for whom support is being determined:

Child	Date of Birth

2. (a) For purposes of Calculating Child Support, the Court Orders that the Custodial Parent shall be _____.

(b) For purposes of Calculating Child Support the Court Orders that the Non-custodial Parent shall be _____.

(c) The Court finds that the amount of the Non-custodial Parent's parenting time as set forth in the Order of Visitation is _____ days.

3. (a) The Court finds as set on Schedule "A," the gross income of the father is $_____

(b) The Court finds as set on Schedule "A," the gross income of the Mother is $_____

4. (a) The Court finds as set on the "Child Support Worksheet" and Schedule B," the Non-custodial Parent's Adjusted Income is $_____

(b) The Court finds as set on the "Child Support Worksheet" and Schedule "B," the Custodial Parent's Adjusted Income is $_____

(c) The Court finds as set on the "Child Support Worksheet" and Schedule "B," the Parties' Total Adjusted Income $_____

5. The Court finds as set by the "Child Support Obligation Schedule Table" and as listed on the "Child Support Worksheet" the Basic Child Support Obligation is $_____

6. (a) The Court finds as set on the "Child Support Worksheet," the Basic Child Support Obligation for the Custodial Parent is: $_____

_____%

(b) The Court finds as set on the "Child Support Worksheet," the Basic Child Support Obligation for the Non-custodial Parent is: $_____

_____%

7. The Court finds that health insurance that provides for the health care needs of the child □ is/ □ is not reasonably available at a reasonable cost. If provided, it will be provided by _____.

8. (a) The Court finds as set on the "Child Support Worksheet" and Schedule "D," the Presumptive Amount of Child Support for the Custodial Parent is

$_____

(b) The Court finds as set on the "Child Support Worksheet" and Schedule "D," the Presumptive Amount of Child Support due to the Non-custodial Parent is

$_____

(c) The Court finds as set on the "Child Support Worksheet" and Schedule "D," the Presumptive Amount of Child Support due to the Custodial Parent is

$_____

9. The Court finds that the child receives benefits under Title II of the Federal Social Security Act on the obligor's account and the amount the child receives on a monthly basis is $_____

10. The Court has considered the existence of special circumstances and as set forth on the "Child Support Worksheet" and Schedule "E," has found the following special circumstances marked with an ["X"] to be present in this case.

Note: Refer to Schedule "E" and, where applicable, "Special Interrogatories" attached hereto for an explanation for the reasons for the deviation, how the application of the Presumptive Amount of Child Support would have been unjust and how the best interest of the child for whom support is being determined will be served by a deviation from the Presumptive Amount of Child Support.

_____ A. High Income

_____ B. Low Income

_____ C. Other Health-Related Insurance

_____ D. Life Insurance

_____ E. Child and Dependent Care Tax Credit

_____ F. Travel Expenses

_____ G. Alimony

_____ H. Mortgage

_____ I. Permanent Plan or Foster Care Plan

_____ J. Extraordinary Expenses

_____ K. Parenting Time

_____ L. Non-Specific Deviations (Other)

11. (a) The Court finds as set on the "Child Support Worksheet" the Final Amount of Child Support for the Custodial Parent is $_____

(b) The Court finds as set on the "Child Support Worksheet" the Final Amount of Child Support for the Non-custodial Parent is $_____

(c) The Court finds as set on the "Child Support Worksheet" the Final Amount of Child Support the Non-custodial Parent shall Pay the Custodial Parent is $_____

12. (a) The Court finds as set on the "Child Support Worksheet" that the Custodial Parent's allocated Uninsured Health Care Expenses based on their pro rata responsibility is $_____

_____%

(b) The Court finds as set on the "Child Support Worksheet" that the Non-custodial Parent's allocated Uninsured Health Care Expenses based on their pro rata responsibility is $_____

_____%

The Non-custodial parent, _____, shall pay Child Support for each of the ____ minor child(ren) at $_____ per month, for a total of $_____ per month to the Custodial parent, starting _____, and continuing until each minor child reaches the age of majority, dies, marries, becomes emancipated, whichever first occurs, provided however, the Court, in the exercise of its sound discretion, directs (or does not direct) the Non-custodial Parent to continue to pay child support for a Child who has not previously married or become emancipated, who is enrolled in and attending a secondary school, and who has attained the age of majority before completing his or her secondary school education, until that child graduates from high school, or until the child attains _____ years of age (not to exceed 20 years), whichever first occurs.

SO ORDERED this _____ day of _____, 20____.

_____

JUDGE, Superior Courts

_____Judicial Circuit

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,	)	
	)	
Plaintiff,	)	
	)	
v.	)	Civil Action No. _____
	)	
_____,	)	
	)	
Defendant.	)	

INCOME DEDUCTION ORDER

The above-styled matter was heard by the Court on _____, 20___. The _____ was properly served and present and represented by counsel. This Court having entered an order requiring the _____ to pay child support to the _____, this Income Deduction Order is entered pursuant to O.C.G.A. § 19-6-32(a.1)(1).

[ ] Defendant shall pay child support of $ _____ [ ] weekly [ ] bi-weekly [ ] semi-monthly [ ] monthly with the next payment due on _____, 20__.

[ ] Defendant shall pay $ _____ [ ] weekly [ ] bi-weekly [ ] semi-monthly [ ] monthly with the next payment due on _____, 20__.

[ ] The total amount to be withheld is $ _____ [ ] weekly [ ] bi-weekly [ ] semi-monthly [ ] monthly. This amount shall be made payable to _____ and forwarded within two (2) business days of each payment date. Payments shall be made by cash, cashier's check, or money order, personally or by mailing it to: _____.

The maximum amount to be deducted shall not exceed the amounts allowed under § 303(b) of the Consumer Credit Protection Act, 15 U. S. C. § 1673(b), as amended. This order applies to current and subsequent employers and periods of employment, and may only be contested on the grounds of mistake of fact regarding the amount of support owed pursuant to a support order, the arrearage, or the identity of the obligor. The obligor shall notify the _____ within seven (7) days of any change of address, employer or employer's address. A copy of this order shall be served on the obligor and the employer.

[ ] Other: _____

This order shall become effective immediately upon signing and shall remain in full force and effect until modified, suspended, or terminated by order of this Court.

SO ORDERED this _____ day of _____, 20____.

_____
JUDGE, Superior Courts
_____Judicial Circuit

Date

Notice To: Employer or any other person, private entity, Federal or State Government, or any unit of local government providing or administering income due to Defendant

Re: Income Deduction Order

DATE: _____

Attached you will find an Income Deduction Order. Please read this order carefully and follow the instructions as written. If you have any questions you should contact your attorney.

Employers are required by law to deduct from income due and payable an employee the amount designated by the Court to meet support obligations. Income includes wages, salary, bonuses, commissions, compensation as an independent contractor, workers' compensation, disability benefits, annuities and retirement benefits, pensions, dividends, royalties, or any other payment to an employee. FAILURE TO DEDUCT THE AMOUNT DESIGNATED BY THE COURT MAKES THE EMPLOYER LIABLE FOR THE AMOUNT THAT SHOULD HAVE BEEN DEDUCTED, PLUS COSTS, INTEREST AND REASONABLE ATTORNEYS' FEES.

Payments must begin no later than the first pay period after fourteen (14) days following the postmark of the notice. You are required to forward to the person or entity specified in the Income Deduction Order within two (2) days after each payment date the amount deducted from the employee's income and a statement as to whether the amount forwarded totally or partially satisfies the periodic amount specified in the Income Deduction Order.

This deduction has priority over all other legal processes under Georgia law pertaining to the same income and the payment required by the Income Deduction Order. It is a complete defense against any claims of the employee or the employee's creditors as to the sum paid.

Employers must continue to deduct the child support amount and send it to the person or entity specified in the Income Deduction Order until further notice by the Court or until the income is no longer provided to the employee. In the event the income is no longer provided, the employer is required to notify the person or entity specified in the Income Deduction Order immediately of such and to give the employee's last known address and to provide a name and address of any new employer of this employee if known. FAILURE TO DO THIS WILL RESULT IN A CIVIL PENALTY BEING IMPOSED, NOT TO EXCEED $250.00 FOR THE FIRST VIOLATION OR $500.00 FOR A SUBSEQUENT VIOLATION.

Employers may not discharge an employee by reason of the entry of an Income Deduction Order. If an employee is discharged because of this reason, A FINE OF NOT MORE THAN $250.00 FOR THE FIRST VIOLATION AND $500.00 FOR A SUBSEQUENT VIOLATION WILL BE IMPOSED AGAINST THE EMPLOYER.

Employers should contact their attorney if more than one Income Deduction Order is received against the same employee.

Employers may send a single payment if multiple employees have Income Deduction Orders to pay to the same depository provided the amount attributed to each employee is identified.

An employer may collect up to $25.00 against the employee's income to reimburse for the administrative costs of the first income deduction and up to $3.00 for each subsequent income deduction.

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____, Plaintiff,	)
v.	)
	) Civil Action File No. _____
_____, Defendant	)

RULE NISI

The above Petition to Legitimate _____ having been read and considered, let the same be filed and let _____, the natural mother of said child appear before this Court on the _____ day of _____, 20____, at ____ o'clock, __.m., to show cause, if any she have, why the relief demanded in said Petition should not be granted.

Let the said _____ be served with a copy of said Petition and this Order as provided by law.

This _____ day of _____, 20____.

_____
JUDGE, Superior Courts
_____Judicial Circuit

Presented by:

_____
Petitioner *pro se*