

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

Plaintiff

Address

E-Mail Address

Phone Number

Bar #

Vs

Civil Action No. _____

Defendant

Address

Garnishee

Address

Garnishment Court Information:

SUMMONS OF CONTINUING GARNISHMENT

TO THE ABOVE-NAMED GARNISHEE:

Total amount claimed due by the Plaintiff \$ _____
Plus court cost 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, 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 1,095 days. You are **FURTHER COMMANDED** to file your answer, in writing, 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 or owe beginning on the day of service of this summons and between the time of such service and the time of making your first answer. Thereafter, you are required to file further answers no later than 45 days after your last answer. Every further answer shall state what money, including wages, and other property, except what is known to be exempt, belonging to the Defendant or obligations owed to the Defendant you hold or owe at and from the time of the last answer to the time of the current answer. YOU MUST FILE ADDITIONAL ANSWERS UNTIL THE SOONER OF: THE PAYMENT OF THE BALANCE SHOWN ON THE SUMMONS OF GARNISHMENT, THE EXPIRATION OF 1,095 DAYS, OR THE TERMINATION OF ANY RELATIONSHIP BETWEEN GARNISHEE AND DEFENDANT WHICH INCLUDES PERIODIC PAYMENT OBLIGATIONS FROM GARNISHEE TO DEFENDANT. Money, including wages, or other property admitted in an answer to be subject to continuing garnishment must be sent or delivered to the Court concurrently with each answer. Should you fail to file Garnishee Answers as required by this summons, a judgment by default will be rendered against you for the amount remaining due on a judgment as shown in the Plaintiff's Affidavit of Continuing Garnishment.

WITNESS the HONORABLE _____ Judge of said Court, This _____ day of _____, 20_____.

_____, Clerk of Court

By: _____ Deputy Clerk
Superior Court of _____ County

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

Plaintiff

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AFFIDAVIT OF CONTINUING GARNISHMENT

**DO NOT USE THIS FORM FOR A CONTINUING GARNISHMENT FOR CHILD SUPPORT OR ALIMONY.
SEE O.C.G.A. § 18-4-73.**

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

1. I am the Plaintiff Attorney at Law for Plaintiff Agent for Plaintiff.

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.

\$ _____ 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 cost of this action]).

Upon the Affiant's personal knowledge or belief, the sum stated herein is unpaid.

The Affiant believes that the Garnishee is an employer of or under periodic obligations for payment of funds to the Defendant.

This _____.

Affiant

Sworn to and subscribed before me,

this _____.

Notary Public or Deputy Clerk

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

Plaintiff

VS

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Defendant

Garnishee

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

This is to certify that I have this day served the Defendant in the foregoing matter with a copy of the garnishment summons and affidavit, together with Notice to Defendant of Right Against Garnishment of Money, Including Wages and Other Property, and a copy of the Defendant's Claim Form as required in Georgia Code Annotated, Section 18-4-8(a), by:

depositing in the United States Mail pursuant to OCGA 18-4-8(b)(1)(A) or (C)

or

personal service pursuant to OCGA 18-4-8(b)(1)(B).

This _____ day of _____, 20_____.

(Agent for) Plaintiff

Sworn to and Subscribed Before Me,

This _____ day of _____, 20_____.

Notary Public or Deputy Clerk

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

Plaintiff

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Garnishment Court Information:

**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 the above address, 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 \$217.00. 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 above address.
- 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.

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Garnishee

GARNISHEE ANSWER OF _____ TO CONTINUING GARNISHMENT

1. From the time of service of the Summons of Continuing Garnishment, if this is the first Garnishee Answer to such summons, otherwise from the time of the last Garnishee Answer to the Summons of Continuing Garnishment until the time of this Garnishee Answer, the Garnishee had in the Garnishee's possession the following described property of the Defendant:

_____.

2. From the time of service of the Summons of Continuing Garnishment, if this is the first Garnishee Answer to such summons, otherwise from the time of the last Garnishee Answer to the Summons of Continuing Garnishment until the time of this Garnishee Answer, all obligations accruing from the Garnishee to the Defendant are in the amount of \$_____.

3. \$_____ of the amount named in paragraph 2 were wages earned at the rate of \$_____ per _____ for the period beginning _____, 20____, through the time of making this Garnishee Answer. The amount of wages which is subject to this garnishment is computed as follows:

- \$_____ Gross earnings
- \$_____ Total social security and withholding tax and other mandatory deductions required by law.
- \$_____ Total disposable earnings.
- \$_____ Amount of wages subject to garnishment.

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

5. Check if the Defendant is not presently employed by or owed periodic payments by the Garnishee.

6. Check if the Defendant was employed by or owed periodic payments by the Garnishee on or after service of the Summons of Continuing Garnishment but was terminated as of _____, 20_____.

7. Check if this is the last Garnishee Answer this Garnishee is required to file to the presently pending Summons of Garnishment in the above-styled case.

8. The Garnishee further states: _____.

Signed _____
Garnishee,
Garnishee's Attorney, or
Officer or Employee of 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_____.

Signed _____
Garnishee,
Garnishee's Attorney, or
Officer or Employee of Garnishee