

MAGISTRATE COURT OF FULTON COUNTY, GEORGIA

Date Filed _____

Case No: _____

Plaintiff:

Name

Street

City State Zip Code

E-Mail Address

Phone Number Bar Number

vs.

Defendant(s) Name, Address

Garnishee Name, Address

GARNISHMENT

Mail your answer with or without check
to Lockbox address:

Fulton County Clerk of Magistrate Court
P.O. Box 101490
Atlanta, GA 30392

Garnishment Court information:

Street Address

_____, Georgia _____

City, Zip Code

Phone Number

SUMMONS OF GARNISHMENT ON A FINANCIAL INSTITUTION

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

- Check this box if other allegations are made against a non-judgment Defendant pursuant to O.C.G.A. 18-4-23.
- Check this box if this is a garnishment for child support or alimony.

TO THE ABOVE-NAMED GARNISHEE:

Total amount claimed due by the Plaintiff \$ _____

Plus court costs due on this summons \$ _____

Total garnishment claim \$ _____

COURT OF JUDGMENT _____

JUDGMENT CASE NO. _____

YOU ARE HEREBY COMMANDED to immediately hold all money, including wages, and other property, except what is known to be exempt, including property in safe-deposit boxes or similar property that you hold, belonging to the Defendant named above beginning on the day of service of this summons and including the next five days. You are **FURTHER COMMANDED** to file your answer, in writing, not sooner than five days and not later than 15 days after the date you were served with this summons, with the Clerk of this Court and serve a copy of your answer upon the Plaintiff or Plaintiff's Attorney named above and the Defendant named above, or the Defendant's Attorney, if known, at the time of making such answer. Your answer shall state what money, including wages, or other property, except what is known to be exempt, belonging to the Defendant you hold beginning on the day of service of this summons and including the next five days. Money, including wages, or other property admitted in an answer to be subject to garnishment must be 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 of such safe-deposit box or similar property until further order of such Court regarding the disposition of such contents or 120 days from the date of filing your answer to this summons unless such time has been extended by the Court, whichever is sooner.

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

WITNESS, the Honorable Cassandra Kirk, Judge of said Court.

This _____ day of __, 20_____.

Cathelene "Tina" Robinson, Clerk of Court

By: _____
Deputy Clerk, Fulton County Magistrate Court

**Important Instructions for
Garnishees:
For All 2016
Garnishment Cases
Filed in Fulton County Magistrate
Court:**

1. If the Defendant is not presently employed by you or Defendant's employment is terminated after service of this summons, then state that under this section "Garnishee Further States" on the answer form.
2. It is your responsibility to make extra copies of the answer as we only furnish you with one (1), and you will need seven (7).
3. You must fill in all blanks on the answer form.

Mail your Answer and payment to:

**Fulton County Clerk of Magistrate Court
P.O. Box 101490
Atlanta, GA. 30322-1405**

To avoid your check: being returned and marked untimely make sure each check has the garnishment case number listed.

4. If you are not familiar with Georgia Law applying to garnishment cases, consult an attorney before paying the Defendant any sum after you have been served with this Summons of Garnishment.