

MAGISTRATE COURT OF DEKALB COUNTY
DEKALB COUNTY COURTHOUSE

Case No. _____
Date Filed: _____
Cost: _____
Service Fee: _____

PLAINTIFF: _____

DEFENDANT: _____

(Name and Address)

(Name and Address)

STATEMENT OF CLAIM

Suit on a Note Suit on Account Other (Explain) _____

1. The Court has jurisdiction over the Defendant.
2. Plaintiff says the defendant is indebted to the plaintiff as follows:

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

State of Georgia, DeKalb County:

_____ being duly sworn on oath, says the foregoing is a just and true statement of the plaintiff and claim made by plaintiff against defendant, exclusive of all set-offs and just grounds of defense.

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

(Agent for) Plaintiff

(If agent, title/capacity)

Phone Number

Afternoon Trial Evening Trial

Notary Public or Attesting Official

NOTICE AND SUMMONS

TO _____

You are hereby notified that _____ has made and filed a claim and is asking for judgement against you in the sum of _____ dollars (\$ _____), as shown by the foregoing statement. YOU ARE REQUIRED TO FILE OR PRESENT AN ANSWER TO THIS CLAIM WITHIN 30 DAYS AFTER SERVICE OF THIS CLAIM UPON YOU. IF YOU DO NOT ANSWER, JUDGMENT BY DEFAULT WILL BE ENTERED AGAINST YOU. YOUR ANSWER MAY BE FILED IN WRITING OR MAY BE GIVEN ORALLY TO THE CHIEF OR PRESIDING MAGISTRATE DURING REGULAR COURT HOURS. FILE YOUR ANSWER, 2nd FLOOR, SUITE 230, ADMINISTRATIVE TOWER, DEKALB COUNTY COURTHOUSE, 556 N. McDONOUGH STREET, DECATUR, GEORGIA 30030.

The court will hold a hearing upon this claim at a time to be set after your answer is filed. If you have witnesses, book 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, you should notify the court at once. If you admit the claim, but desire additional time to pay, you must come to the hearing in person and state the circumstances to the court. You may come with or without an attorney.

By: _____
Deputy Clerk
Magistrate Court, DeKalb County