

IN THE MAGISTRATE COURT OF DEKALB COUNTY

STATE OF GEORGIA

STANDING ORDER


Pursuant to O.C.G.A Section 18-4-3, this Court authorizes the Clerk of Court and deputy clerks of this Court to review and approve affidavits of garnishment.

In reviewing an affidavit for approval, the Clerk or deputy clerk shall do the following:

1. Confirm that the amount of money sought by the garnishment action is set forth in the affidavit.
2. Confirm that the affidavit sets forth the county and court from where the underlying judgment originated.
3. Confirm that the case number for the judgment is clearly stated in the affidavit
4. Where an affidavit has been filed by mail, verify that the affiant's signature is notarized.
5. Identify that the garnishee is located within DeKalb County
6. Only thereafter, shall the Clerk or deputy clerk approve the affidavit for filing

It is further ordered, that this Court's prior orders regarding the management of garnishments dated September 21, 2015 and October 5, 2015 are hereby rescinded.

So Ordered, this 11th day of May, 2016


Berryl A. Anderson
Chief Magistrate Judge,
Magistrate Court of DeKalb County

MAGISTRATE COURT OF
DEKALB COUNTY, GA
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