

IN THE MAGISTRATE COURT OF WHITE COUNTY
STATE OF GEORGIA

VS.

Civil Action No. _____

STATEMENT OF CLAIM

☐ SUIT ON A NOTE ☐ SUIT ON ACCOUNT ☐ OTHER (Please Specify) _____

1. The court has jurisdiction over the defendant because: ☐ the defendant is a White County resident or
☐ Other (please specify)

2. Plaintiff claims the defendant is indebted to the plaintiff as follows:

3. That said claim is in the amount of \$ _____ principal, \$ _____ interest, plus \$ _____ court costs to date, and all future costs of this suit.

State of Georgia, White County:

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

_____ The undersigned swears or affirms that the Defendant **IS NOT** a member of the Armed Forces of the United States on active duty. This affidavit is executed pursuant to the Soldiers and Sailors Civil Relief Act, 50 USC App § 520 et seq as required before any judgment in default may be entered by the court.

Sworn to and subscribed before me
This _____

Plaintiff or agent

Notary Public, Deputy Clerk

(if Agent, give Title or Capacity)
Phone Number: _____

NOTICE AND SUMMONS

To: _____

You are hereby notified that the above-named plaintiff has made a claim and is requesting judgment against you in the sum shown by the foregoing statement. You are required to file 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 **Clerk of Court**, but only in person within the 30 day period. **No telephone answers are permitted.** The court will hold a hearing upon the claim at the **White County Courthouse** located at **59 S. Main St, Suite B, Cleveland, GA 30528**, at a time to be set after your answer is filed. You may come with or without an attorney. If you have witnesses, books, receipts or any other writings bearing this claim, you should bring them with you at the time of the hearing. If you wish to have witnesses subpoenaed, contact the clerk's office at once for assistance. If you have a claim against the plaintiff, you should notify the clerk at once and file a written answer and counterclaim immediately. 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.

Clerk or Deputy Clerk
White County, Georgia

IN THE MAGISTRATE COURT OF WHITE COUNTY, GEORGIA

AFFIDAVIT OF DESIGNATION PURSUANT TO UNIF. R. MAG. CT. 31

PLAINTIFF(S)

VS

Civil Action No. _____

_____, DEFENDANT(S)

COMES NOW _____, who does testify and make his or her affidavit as follows:

1. I am ☐ an officer or ☐ a full-time employee of _____ (name of business entity). I am not a lawyer. My contact address and telephone number are:

AS REFLECTED ON PLEADINGS FILED WITH THIS AFFIDAVIT

2. I have been appointed by the management of my company to represent the company in court as its agent in this case.

3. ***I understand that if my employer did not appoint me as its agent for litigating this case, or if it later denies having appointed me and I do not have written evidence of my appointment, I will be prosecuted for the crime of practicing law without a license. Practicing law without a license is a misdemeanor crime punishable by up to one year in jail and/or a fine of up to \$1,000.00 plus applicable statutory surcharges.***

4. I understand that I am responsible for presenting this case according to applicable statutory law, case law, and the Uniform Rules for the Magistrate Courts. It is my responsibility to understand court procedures and rules for presenting evidence. The Court cannot, and will not, give me any legal advice or assist me in presenting my case.

5. I understand that all notices from the Court will be sent directly to me at the address I have given until another representative is appointed. If my address or other contact information changes, I must notify the Court and all parties to the case, in writing, or risk missing important deadlines and information.

I do solemnly swear under the pain and penalties of perjury that the foregoing affidavit is true and correct to the best of my knowledge, information, and belief.

WITNESS my hand and seal this _____.

(Signature of Affiant)

STATE OF GEORGIA)
COUNTY OF _____) ss.

Having first been duly sworn, the foregoing Affiant, before me, a notary public in and for the State of Georgia or a Judge or Deputy Clerk of the White County Magistrate Court, did, on the date above written, testify and make his or her affidavit that the foregoing information is true and correct to the best of his or her knowledge, information, and belief.

Notary Public/Judge/Deputy Clerk
My Commission Expires: ____/____/____

Certificate of Service

I hereby certify that I have served true copies of the foregoing Affidavit upon all opposing parties via first-class United States mail, postage prepaid, on the ____ day of _____, 20____ or by Sheriff's Entry of Service as attachment to legal pleadings.

Signature of Affiant

Rule 31. Designated Agent for Civil Actions

Any officer or full-time employee of a corporation, sole proprietorship, partnership or unincorporated association may be designated by such entity as agent for purposes of representing it in civil actions to which it is a party in magistrate court. An action on behalf of a corporation, sole proprietorship, partnership, or unincorporated association, except affidavits in attachment, may be filed and presented by such designated agent.

Said individual claiming to represent one of the aforementioned entities as its agent shall file with the court a sworn affidavit or otherwise provide supporting documents sufficient to establish to the court that said individual is in fact a bona fide officer or full-time employee of the entity that is a party to the action.

Unif. R. Mag. Ct. Effective Date: June 26, 2015