

Piedmont Judicial Circuit
Superior Courts

Serving Banks, Barrow and
Jackson Counties



Superior Civil Filing
\$210.00 Filing Fees
\$ 50.00 Sheriff's Service

\$260.00 Total

NOTICE

You are receiving this document because you want to file for divorce pro se. This notice is intended to assist you in obtaining your divorce as quickly and smoothly as possible. By filing pro se, you have elected to represent yourself and act as your own attorney. Courthouse or Judge's office personnel **CANNOT** assist you. Courthouse staff cannot explain the meaning of a specific rule, make an interpretation of case law, explain the result of taking or not taking an action in a case, answer whether a claim has been properly filed, or provide advice on the best procedure to accomplish a particular objective. If you have any questions such as these regarding your case, you should consult with an attorney.

Documents required for a divorce without minor children:

- Petition for Divorce
- A signed and notarized verification by Plaintiff
- Service on the Defendant or an Acknowledgment of Service by the Defendant, signed & notarized

Optional Documents:

- Consent to trial after 31 days
- Settlement Agreement
- If you are requesting Alimony, then you will need a Domestic Relations Financial Affidavit

Documents required for a divorce with minor children:

- Petition for Divorce
- A signed and notarized verification by Plaintiff
- Service on the Defendant or an Acknowledgment of Service by the Defendant, signed & notarized
- Child Support Worksheet
- Child Support Addendum
- Parenting Plan
- Domestic Relations Financial Affidavits from both parties
- Certificate showing completion of the divorcing parents seminar (information on this will be given at the time of filing the divorce)

Optional documents:

- Settlement Agreement

Simply filing the above documents does not guarantee that your divorce will be granted. The sufficiency of your petition can only be determined by a Superior Court Judge. However, without filing the above-referenced required items with the Clerk of Superior Court, your petition will be incomplete and a divorce will not be granted.

If your divorce is uncontested or the parties have reached a settlement agreement (said agreement being signed by both parties and filed with the Clerk's Office) you the Plaintiff should contact the secretary of the judge that has been assigned to you for the next available hearing date. Please be advised that, except special pleadings, the Court cannot grant a divorce until 46 days or more have passed since the date of service (or the date the Acknowledgment of Service was filed with the Clerk's Office), or 61 days or more have passed since the first date of publication if service is by publication.

Please the reverse side for Judge's names and contact information.

If your case has been assigned to:

- Judge Nicholas Primm – Please call Vicki Murch at 770-307-3032
- Judge Joseph Booth – Please call Karla Branch at 706-387-6392
- Judge Currie Mingledorff – Please call Heather Tarver at 770-867-1162
- Judge Wayne McLocklin – Please call Dawn Crowder at 706-387-6402

The following resources may assist you in obtaining forms for the documents required in a divorce or other legal action. However, please be aware that Court personnel cannot, distribute, instruct, or assist you in obtaining or filing out any document. You have elected to represent yourself in this matter; YOU are solely responsible for satisfactorily completing the mentioned requirements and complying with laws of the State of Georgia.

Help websites and places for information:

- The Courthouse Law Library
- Legal Aid-GA – <http://www.georgialegalaid.org/>
- The Georgia Child Support Commission – <http://georgiacourts.org/csc/>
- Gwinnett County Superior Court – <http://www.gwinnettcourts.com/superior/forms-and-documents>
- Fulton County Superior Court – <https://www.fultoncourt.org/family/family-forms.php>
- Dougherty County Superior Court – <http://www.albany.ga.us/content/1800/2889/3011/3518/default.aspx>
- Southern Judicial Circuit – <http://www.southernjudicialcircuit.com/Forms.htm>

If you are financially unable to afford the services of an attorney, you should contact the following organizations to see if you are eligible for their services:

- Georgia Legal Services Program at 1-706-227-5344 ext. 5362

DUE TO THE CHANGING NATURE OF THE LAW, the forms and information contained in the above referenced locations may become outdated. Therefore, you should review and research statutes and rules of procedure that pertain to your case to ensure that your complaint or petition is accurate and in compliance with current Georgia law and that any form is accurate and current.

If there is ANY question in your mind concerning a form, the use of any forms, or your legal rights, it is strongly recommended that the services of an attorney be obtained.

USE ANY FORMS AT YOUR OWN RISK. A PARTICULAR FORM MAY OR MAY NOT BE APPROPRIATE IN YOUR PARTICULAR CASE. ANY DESIRED OUTCOME FROM THE USE OF ANY FORMS CANNOT BE PREDICTED OR GUARANTEED.

Banks Co. Courthouse – 144 Yonah Homer Road, Homer, GA – 706-677-6282 – FAX 706-677-2329

Barrow Co. Courthouse – 652 Barrow Park Drive, Ste H, Winder, GA – 770-307-3032 – FAX 770-307-3033

Jackson Co. Courthouse – 5000 Jackson Pkwy, Ste 330, Jefferson, GA – 706-387-6392 – FAX 706-387-6403