

## CONTESTED DIVORCE – WITH MINOR CHILDREN

The forms presented in this packet are designed to guide you in the preparation of your divorce papers. You must fill in the required information as it applies to your situation. Your papers should remain in the same order as they appear in this packet. If you do not have access to a typewriter, you may fill the papers out by hand in neat print using **BLACK** ink.

You should fill in every blank line **EXCEPT** for the civil action file number blanks and the lines provided for signatures by the Notary Public and the Judge.

In the Complaint and the Settlement Agreement, some sections have two possible answers, separated by an [OR]. In these sections, you must choose which of the two choices fits best in your situation, and then include only that choice in your documents. The other choice should be ignored, and should not be included in your documents.

Make sure that everything is signed. All signatures that require notarization must be notarized before your documents will be approved for filing.

State Law O.C.G.A. §15-19-51 forbids court personnel to give legal advice. Different situations may require special procedures and courthouse personnel cannot advise you on how to proceed or what forms may be necessary in specific situations. Divorce can be very complicated. The only person allowed to help you in the preparation of these forms is a licensed attorney hired to represent you. Please consult an attorney if you have questions about the procedure or what action is best for you to take.

### **YOU MAY NEED AN ATTORNEY IF:**

- The case is contested and your spouse has a lawyer.
- You cannot locate your spouse to serve him or her with your papers.
- You or your spouse has a house, pension, or large amount of property or income.
- You might lose custody of your children.
- You think you will have difficulty getting documents from your spouse about retirement funds, income, etc.
- Even if it is a friendly divorce, you should talk to a lawyer before you sign any settlement papers or file anything in court.

Remember, you must fully complete the forms before the Judge will be able to grant you a decree of divorce. Incomplete forms, as well as forms that are improperly filled out, may delay the grant of your divorce. Make sure that you take time to read over all the forms, and understand what is being asked of you in each situation.

**Whether your case is contested or uncontested, you should speak with a lawyer before signing a settlement agreement or filing any other documents with the court.**

## General Civil and Domestic Relations Case Filing Instructions

1. Provide the class of court and county in which the case is being filed.
2. Provide the plaintiff's and defendant's names.
3. Provide the plaintiff's attorney's name and Bar number. If you are representing yourself, provide your own name and check the self-represented box.
4. Provide the type of case by checking only *one* appropriate box. Cases can be either general civil or domestic relations and only *one* type of case within those categories. Check the case type that most accurately describes the primary case. If you are making more than one type of claim, check the case type that involves the largest amount of damages or the one you consider most important. See below for definitions of each case type.
5. Provide the type of post-judgment action, if applicable, by checking the appropriate box. Post-judgment cases are those that seek to enforce or modify an existing judgment. If the case is a post-judgment matter, an initial case type in the general civil and domestic relations boxes must be checked.
6. Provide an answer to the four questions by checking the appropriate boxes and/or filling in the appropriate lines.

### Case Type Definitions

#### General Civil Cases

**Automobile Tort:** Any tort case involving personal injury, property damage, or wrongful death resulting from alleged negligent operation of a motor vehicle.

**Civil Appeal:** Any case disputing the finding of a limited jurisdiction trial court, department, or administrative agency.

**Contract:** Any case involving a dispute over an agreement between two or more parties.

**Garnishment:** Any case where, after a monetary judgment, a third party who has money or other property belonging to the defendant is required to turn over such money or property to the court.

**General Tort:** Any tort case that is not defined or is not attributable to one of the other torts.

**Habeas Corpus:** Any case designed to test the legality of the detention or imprisonment of an individual, not the question of guilt or innocence.

**Injunction/Mandamus/Other Writ:** Cases involving a written court order directed to a specific person, requiring that person to perform or refrain from performing a specific act.

**Landlord/Tenant:** Any case involving landlord/tenant disputes wherein the landlord removes a tenant and his/her property from the premises or places a lien on tenant property to repay debt.

**Medical Malpractice Tort:** Any tort case that alleges misconduct or negligence by a person in the medical profession acting in a professional capacity, such as doctors, nurses, physician's assistants, dentists, etc.

**Product Liability Tort:** Any tort case that alleges injury is caused to a person by the manufacturer or seller of an article due to a defect in, or the condition of, the article sold or an alleged breach of duty to provide suitable instructions to prevent injury.

**Real Property:** Any case involving disputes over the ownership, use, boundaries, or value of fixed land.

**Restraining Petition:** Any petition for a restraining order that does not result from a domestic altercation or is not between parties considered to be in a domestic relationship.

**Other General Civil:** Any case in which a plaintiff requests the enforcement or protection of a right or the redress or prevention of a wrong, but does not fit into one of the other defined case categories.

#### Domestic Relations Cases

**Adoption:** Cases involving a request for the establishment of a new, permanent relationship of parent and child between persons not so biologically related.

**Dissolution/Divorce/Separate Maintenance:** Any case involving the dissolution of a marriage or the establishment of alimony or separate maintenance.

**Family Violence Petition:** Any case in which a protective order from a family member or domestic partner is requested.

**Paternity/Legitimation:** Cases involving the establishment of the identity and/or responsibilities of the father of a minor child or the determination of biological offspring.

**Support – IV-D:** Cases filed by the Georgia Department of Human Services to request maintenance of a minor child by a person who is required, under Title IV-D of the Social Security Act of 1973, to provide such maintenance.

**Support – Private (non-IV-D):** Cases filed to request maintenance of a parent/guardian or a minor child by a person who is required by law, but who is not under the auspices of Title IV-D of the Social Security Act of 1973, to provide such maintenance.

**Other Domestic Relations:** Domestic relations cases, including name changes, that do not adequately fit into any of the other case types.

#### Post-Judgment

**Contempt:** Any case alleging failure to comply with a previously existing court order.

**Modification:** Any case seeking to change the terms of a previously existing court order.

**Other/Administrative:** Any case with post-judgment activity that does not fit into contempt or modification categories.

**Please note:** This form is for statistical purposes only. It shall have no legal effect in the case. The information collected on this form is used solely for court administration purposes. This form does not supplement or replace the filing and service of pleadings or other papers as required by law or court rules. Information on this form cannot be entered into evidence.

## General Civil and Domestic Relations Case Filing Information Form

☐ Superior or ☐ State Court of \_\_\_\_\_ County

### For Clerk Use Only

Date Filed \_\_\_\_\_  
MM-DD-YYYY

Case Number \_\_\_\_\_

### Plaintiff(s)

Last	First	Middle I.	Suffix	Prefix
____	____	____	____	____
____	____	____	____	____
____	____	____	____	____
____	____	____	____	____

### Defendant(s)

Last	First	Middle I.	Suffix	Prefix
____	____	____	____	____
____	____	____	____	____
____	____	____	____	____
____	____	____	____	____

Plaintiff's Attorney \_\_\_\_\_

Bar Number \_\_\_\_\_

Self-Represented ☐

### Check One Case Type in One Box

#### General Civil Cases

- ☐ Automobile Tort
- ☐ Civil Appeal
- ☐ Contract
- ☐ Garnishment
- ☐ General Tort
- ☐ Habeas Corpus
- ☐ Injunction/Mandamus/Other Writ
- ☐ Landlord/Tenant
- ☐ Medical Malpractice Tort
- ☐ Product Liability Tort
- ☐ Real Property
- ☐ Restraining Petition
- ☐ Other General Civil

#### Domestic Relations Cases

- ☐ Adoption
- ☐ Dissolution/Divorce/Separate Maintenance
- ☐ Family Violence Petition
- ☐ Paternity/Legitimation
- ☐ Support – IV-D
- ☐ Support – Private (non-IV-D)
- ☐ Other Domestic Relations

#### Post-Judgment – Check One Case Type

- ☐ Contempt
  - ☐ Non-payment of child support, medical support, or alimony
- ☐ Modification
- ☐ Other/Administrative

- ☐ Check if the action is related to another action(s) pending or previously pending in this court involving some or all of the same parties, subject matter, or factual issues. If so, provide a case number for each.

\_\_\_\_\_  
Case Number

\_\_\_\_\_  
Case Number

- ☐ I hereby certify that the documents in this filing, including attachments and exhibits, satisfy the requirements for redaction of personal or confidential information in O.C.G.A. § 9-11-7.1.

- ☐ Is an interpreter needed in this case? If so, provide the language(s) required. \_\_\_\_\_  
Language(s) Required

- ☐ Do you or your client need any disability accommodations? If so, please describe the accommodation request.

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
	)	
Plaintiff	)	Civil Action
	)	File No. _____
v.	)	
	)	
	)	
	)	
Defendant	)	

**COMPLAINT FOR DIVORCE WITH MINOR CHILDREN  
(CONTESTED)**

Plaintiff, \_\_\_\_\_, comes before

this Court and shows this Court as follows:

1.

**Subject Matter Jurisdiction**

*(Check only one box)*

- ☐ a) I am a resident of \_\_\_\_\_ County, Georgia, and has been a resident of Georgia for at least six months prior to the filing of this action.
- ☐ b) Plaintiff is not a resident of the State of Georgia, but Plaintiff's spouse has been a resident of the State of Georgia and the County of \_\_\_\_\_ for at least six (6) months prior to my filing this action.

2.

**Venue**

*(Check only one box)*

- ☐ (a) Defendant is a resident of \_\_\_\_\_ County, Georgia, and has acknowledged service of the Complaint and Summons and has waived further service of process.

☐ (b) Defendant is a resident of \_\_\_\_\_ County, \_\_\_\_\_ (State) and has signed an ACKNOWLEDGEMENT OF SERVICE AFFIDAVIT OF WAIVER OF VENUE AND PERSONAL JURISDICTION.

☐ (c) Defendant is a resident of \_\_\_\_\_ County, Georgia and may be served at his/her residence/work address at:

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☐ (d) The Defendant is a resident of \_\_\_\_\_ County, Georgia but Defendant and I lived together in \_\_\_\_\_ County at the time we separated, Defendant has only moved from \_\_\_\_\_ County within the past six months from the date of this filing, and I am a resident of \_\_\_\_\_ County. Defendant may be served by the Sheriff's Department at his/her home/work address, which is as follows:

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☐ (e) The Defendant is a resident of Georgia, but his/her whereabouts are unknown to me as shown by my Affidavit of Due Diligence attached hereto and incorporated by reference, marked Exhibit A. The Defendant shall be served by publication as is provided by law in the case of those who cannot be found within the State pursuant to O.C.G.A. § 9-11-4(f)(1). The clerk shall mail a copy of the Notice, Order for Service by Publication, and Petition for Divorce to the last known address of Defendant, which is \_\_\_\_\_, within 15 days of the filing of the Order for Service by Publication.

☐ (f) Defendant is not a resident of the State of Georgia, but I am a resident of \_\_\_\_\_ County Georgia and:

*(Check only one box)*

1. ☐ The Defendant was formerly a resident of the State of Georgia and presently is a resident of the State of \_\_\_\_\_. The Defendant is subject to personal jurisdiction of the Court under Georgia's Long Arm Statute, O.C.G.A. §9-10-91(5). Defendant may be served at the following address:

- 
2. ☐ The Defendant's whereabouts are unknown to me as shown by my Affidavit of Due Diligence, attached hereto and incorporated by reference, marked Exhibit A. The

Respondent shall be served by publication as is provided by law in the case of those who cannot be found within the State pursuant to O.C.G.A. § 9-10-91(5).

**3.**

**Date of Marriage**

*(Check only one box)*

- ☐ a) Plaintiff and Defendant were lawfully married on \_\_\_\_\_ in \_\_\_\_\_ County, \_\_\_\_\_ (State).
- ☐ b) Plaintiff and Defendant are married by common law, having entered into a common law marriage before January 1, 1997 as of \_\_\_\_\_ in \_\_\_\_\_ County, \_\_\_\_\_ (State).

*Note: Common law marriage was abolished in Georgia in 1997.*

**4.**

**Date of Separation**

The Defendant and I separated on \_\_\_\_\_ and have remained in a bona fide state of separation since that date.

**5.**

**Settlement Agreement:**

*(Check only if there is a signed agreement.)*

- ☐ The Plaintiff and Defendant have entered into a *Settlement Agreement*, which we both want to incorporate into the *Final Judgement and Decree of Divorce*. The *Settlement Agreement* has been signed by each of us in front of a notary public, and I am filing the *Settlement Agreement* with the Court, together with this *Complaint*.

**6.**

**Minor Children**

*(Check only one box)*

- ☐ (a) The Plaintiff and Defendant do not have any minor children together.
- ☐ (b) There are \_\_\_\_\_ minor children born of the marriage, listed below:

Name of Child	Sex	Date of Birth	Lives with (mother, father, other)

**7.**

**Grounds for Divorce**

*(Check the ones that you can prove)*

Plaintiff is entitled to a divorce from the Defendant upon the statutory grounds that:

☐ The marriage is **irretrievably broken** and there is no hope of reconciliation, under O.C.G.A. § 19-5-3(13). *(This is a no-fault divorce provision.)*

☐ **Cruel Treatment.** My spouse committed the following acts of cruel treatment to me such that I am afraid he/she will hurt me in the future:

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☐ **Adultery.** My spouse has had sexual intercourse outside the marriage.

☐ **Desertion.** On or about \_\_\_\_\_ (date), my spouse, without just cause or reason, intentionally abandoned and deserted me for a period of at least one year as follows:

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☐ **Other grounds** from the list in O.C.G.A. § 19-5-3, as explained here:

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**8.**

**Alimony**

*(Check only one box)*

- ☐ a) I am seeking temporary alimony which will last until the date of the final decree of divorce. I did not engage in adultery, desertion, cruel treatment, or other fault grounds for divorce.
- ☐ b) I am seeking temporary and permanent alimony which will last until I remarry or until my former spouse or I should die. I did not engage in adultery, desertion, cruel treatment, or other fault grounds for divorce.
- ☐ c) I voluntarily waive alimony.

**9.**

**Marital Property**

*(Check only one box)*

- ☐ a) Defendant and I have no marital property.
- ☐ b) Defendant and I have already divided our marital property to our mutual satisfaction.
- ☐ c) Defendant and I have the following marital property that I have checked, and I am seeking an equitable division of this property.

☐ A house located at \_\_\_\_\_.

☐ Pension(s): Mine \_\_\_\_\_ My spouse's \_\_\_\_\_.

☐ Motor vehicles (list make, model & year):

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☐ Furniture (list or attach list):

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☐ Bank accounts and investments (list or attach list)

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☐ Other: \_\_\_\_\_

**10.**  
**Joint Debts**  
*(Check only one box)*

- ☐ a) Defendant and I have no joint outstanding debts.
- ☐ b) Defendant and I have the following debts. I have indicated which party should be responsible for each debt. The responsible party will indemnify and hold harmless the non-responsible party for any collection on these obligations.

Creditor	Amount	Responsible Party

**11.**  
**Name Restoration**

- ☐ My former name is \_\_\_\_\_, and I request that it be restored to me.

**12.**  
**Child(ren)'s Past Residences**

During the past five years, the children have lived at the following address:

Address	Dates	Lived With

**13.**

**Other Court Cases Involving the Minor Child(ren)**

*(Check only one box.)*

- ☐ a) I have never participated as a party or a witness or in any other capacity in any other litigation concerning the custody or visitation with the minor child(ren) in this or any other state.
- ☐ b) I have participated in other litigation concerning the custody of the minor child(ren) in Georgia or another state. The court, case number, and date of any order concerning custody or visitation under the other litigation are as follows:

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**14.**

**Other Parties with a Custody Claim**

*(Choose only one box)*

- ☐ a) I know of no other person, not a party to this proceeding, who has physical custody of the child(ren) or claims to have custody or visitation rights with respect to the minor children.

☐ (b) The following persons who are not a party to this proceeding have custody or visitation rights with the minor child(ren):

Name

Claim

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**15.**

**Child Custody**

*(Choose only one box)*

☐ a) Plaintiff and Defendant are both fit to share both temporary and permanent joint legal custody of the minor child(ren). It is in the best interest of the minor child(ren) for the \_\_\_\_\_ to have primary physical custody. Parties shall share decision making concerning the child(ren); however, in the event the parties cannot decide, the ☐ Husband/ ☐ Wife shall have the final decision concerning

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☐ b) It is in the best interest of the minor child(ren) for \_\_\_\_\_ to have legal custody and \_\_\_\_\_ to have physical custody.

☐ c) It is in the best interest of the minor child(ren) for \_\_\_\_\_ to have both legal and physical custody because:

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**16.**  
**Visitation**  
*(Choose only one box)*

- ☐ a) Plaintiff requests that the Defendant be awarded visitation with the minor child(ren) as follows (or attach a schedule):

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- ☐ b) The proposed visitation schedule is attached as Exhibit “\_\_\_\_\_.”

**17.**  
**Child Support Amount**

Please go to <http://www.georgiacourts.org/csc/> and complete the Child Support Worksheet.

The Husband/Wife shall pay to the Husband/Wife, as support of the minor children, the sum of \$ \_\_\_\_\_ \* per ☐ week/ ☐ bi-weekly/ ☐ month, starting on \_\_\_\_\_, and continuing per ☐ week/ ☐ bi-weekly/ ☐ month thereafter until each respective child reaches the age of eighteen (18), or so long as the child is enrolled in and attending secondary school (not to exceed age twenty (20)), marries, dies, or becomes otherwise emancipated. The child support obligation shall be reduced as follows as each child becomes emancipated:

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\*This amount was derived from line 13 of the Child Support Worksheet, which is attached hereto as Exhibit 1.

**18.**  
**Child Support Method of Payment**  
*(choose only one box)*

- ☐ a) Plaintiff asks that all payments of child support shall be paid directly to the Plaintiff at the following address: \_\_\_\_\_.

☐ b) Plaintiff asks that all payments of child support shall be paid directly to the Plaintiff by the Defendant's employer via an income deduction order. The Plaintiff's address is:

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☐ c) Plaintiff asks that all payments of child support shall be paid to Georgia Child Support Enforcement pursuant to an Income Deduction Order.

**19.**  
**Health Insurance**

The Plaintiff asks that \_\_\_\_\_ shall be required to maintain a policy of medical, dental, and hospitalization insurance for the benefit of the minor children for so long as the child support obligation set forth herein exists. The Plaintiff asks that costs not covered under the insurance policy shall be divided as follows: \_\_\_\_\_

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The Plaintiff asks that \_\_\_\_\_ shall provide ☐ him / ☐ her with an insurance identification card or such other acceptable proof of insurance coverage and shall cooperate with the Plaintiff in submitting claims under the policy.

**WHEREFORE**, Plaintiff respectfully requests:

- a. That the parties herein be totally divorced;
- b. That the Court grant temporary and permanent custody as requested in this matter;
- c. That the Court order an equitable division of property;
- d. That the Court award temporary and permanent alimony;
- e. That the court award an equitable division of the parties' property;
- f. That the court award the Plaintiff temporary use and possession of the formal marital residence located at \_\_\_\_\_.
- g. That the court award the Plaintiff temporary use and possession of the vehicle described as follows: \_\_\_\_\_.

h. That the Plaintiff have such other and further relief as the Court deems equitable and just.

Respectfully submitted this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff, *Pro se* (Signature)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**NOTARY PUBLIC**

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
Plaintiff	)	
	)	Civil Action
vs.	)	File No. _____
	)	
	)	
	)	
	)	
Defendant	)	

**SUMMONS**

**To the above-named defendant:**

You are hereby summoned and required to file with the Clerk of said Court and serve upon, the plaintiff, whose address is

\_\_\_\_\_

\_\_\_\_\_

an answer to the complaint which is herewith served upon you, within 30 days after service of this summons upon you, exclusive of the day of service. If you fail to do so, judgment by default will be taken against you for the relief demanded in the complaint.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Heather Banks McNeal  
Clerk of Superior Court**

By \_\_\_\_\_  
**Deputy Clerk**

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
	)	
Plaintiff	)	Civil Action
	)	File No. _____
v.	)	
	)	
	)	
Defendant	)	

**VERIFICATION**

Personally appeared before the undersigned officer, duly authorized to administer oaths in the State of Georgia, \_\_\_\_\_ (County), Petitioner in the above styled action, who after having first been duly sworn, deposes and states on oath that the information in the foregoing \_\_\_\_\_ (Pleading) is true and correct according to the best of his/her knowledge, information and ability.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff, *Pro se*      (Signature)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**NOTARY PUBLIC**

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_



**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
	)	
Plaintiff	)	Civil Action
	)	File No. _____
v.	)	
	)	
	)	
Defendant	)	

**ACKNOWLEDGEMENT OF SERVICE AND SUMMONS**

The undersigned Defendant hereby acknowledges service of the above Summons and Complaint for Divorce for and states that (s)he has received a copy of said Complaint, and Defendant hereby waives any further service of process.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Defendant, *Pro se*      *(Signature)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

NOTARY PUBLIC

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
	)	
Plaintiff _____	)	Civil Action
	)	File No. _____
v.	)	
	)	
_____	)	
Defendant	)	

**DEFENDANT’S ACKNOWLEDGEMENT OF SERVICE  
AFFIDAVIT OF WAIVER OF VENUE AND PERSONAL JURISDICTION**

I, \_\_\_\_\_, the named Defendant in the above-styled case, after being duly sworn do hereby depose and say that I am a resident of \_\_\_\_\_ County, \_\_\_\_\_ (State), and that the Plaintiff in the above styled-case is a resident of \_\_\_\_\_ County, Georgia. I affirm that I have received a copy of said Petition/Complaint, and I hereby waive any and all further notice, service, and issuance of process.

After being duly informed that I have a constitutional right to a trial by judge or jury on the above matter in the county of my residence, and with that knowledge, I hereby expressly waive my right to venue in the county of my residence, and consent to venue and personal jurisdiction in the county of this superior court.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Defendant, *Pro se* (Signed in presence of Notary Public)

NOTARY PUBLIC

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
Plaintiff	)	
	)	Civil Action
vs.	)	File No. _____
	)	
	)	
	)	
	)	
Defendant	)	

**CERTIFICATE OF SERVICE**

I hereby certify that I have this day served the foregoing *Complaint for Divorce* upon the following ☐ counsel for \_\_\_\_\_ (party) OR ☐ \_\_\_\_\_ (party if no counsel of record) by delivering (or causing to be delivered) by hand a copy of same as follows:

[Name and address of counsel or record, or of parties if no counsel of record]

\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff, *Pro se* (Signature)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**NOTARY PUBLIC**

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
Plaintiff	)	
	)	Civil Action
vs.	)	File No. _____
	)	
	)	
	)	
Defendant	)	

**MOTION FOR SERVICE BY PUBLICATION**

Comes now plaintiff, pursuant to O.C.G.A. § 9-10-71, and moves the court for an order directing that service on the defendant be made by publication upon the grounds that he/she cannot, after due diligence, be found within the state, as more fully appears from the affidavit filed herewith and attached hereto.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff, *Pro se* (Signature)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**NOTARY PUBLIC**

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

Plaintiff	)	
	)	
	)	Civil Action
vs.	)	File No. _____
	)	
	)	
	)	
Defendant	)	

**AFFIDAVIT OF DUE DILIGENCE--SERVICE BY PUBLICATION O.C.G.A. §9-11-4(e)**

Personally appeared \_\_\_\_\_ *[Plaintiff]*, who, after being duly sworn, states:

That the Defendant resides outside the State of Georgia, and his/her last known address is  
\_\_\_\_\_.

**--or--**

That the Defendant has departed from the State of Georgia or cannot after due diligence be found within the state. The Defendant's last known address is  
\_\_\_\_\_.

**--or--**

The last known residence of the Defendant was outside the State of Georgia at  
\_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_. The Defendant  
no longer resides at the foregoing address, nor within the State of Georgia, to the best of Affiant's  
knowledge, and the present address or whereabouts of the Defendant is unknown to the Affiant.

**--or--**

The affiant has made a diligent effort to locate defendant by:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

And cannot find defendant within this state for the reason that defendant has concealed himself  
by: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Affiant has no knowledge as to the present residence or whereabouts of the defendant.

The affiant has made the following efforts to find the Defendant (*check all that apply*)

- ☐ Checking with the Defendant's friends and relatives Names, addresses, and telephone numbers of everyone plaintiff contacted:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- ☐ Contacting the Defendant's former landlord Name, address, & telephone number of former landlord:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- ☐ Checking telephone information and directories List which directories you checked:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- ☐ Attempting to have Defendant served at his/her last known address, which is listed above

- ☐ Other: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff, *Pro se*      (*Signature*)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**NOTARY PUBLIC**

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
Plaintiff	)	
	)	Civil Action
vs.	)	File No. _____
	)	
	)	
	)	
	)	
Defendant	)	

**ORDER FOR SERVICE BY PUBLICATION**

Plaintiff having moved the Court for an order directing service to be made upon defendant \_\_\_\_\_ in the above-styled action by publication of summons, and it appearing to the Court from the verified Complaint and Affidavit in support of such motion that defendant is a nonresident and that the action is an action in which a defendant may be served by publication pursuant to O.C.G.A. § 9-10-71, it is

ORDERED, that service upon \_\_\_\_\_ be made by publication as provided by law.

SO ORDERED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
JUDGE, Bulloch County Superior Court  
Ogeechee Judicial Circuit

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
Plaintiff	)	
	)	Civil Action
vs.	)	File No. _____
	)	
	)	
	)	
	)	
Defendant	)	

**NOTICE OF SUMMONS – SERVICE BY PUBLICATION**

TO: \_\_\_\_\_, Defendant Named Above:

You are hereby notified that the above-styled action seeking \_\_\_\_\_

\_\_\_\_\_

(state the relief sought) was filed against you in said court on \_\_\_\_\_, 20\_\_\_\_\_,  
and that by reason of an order for service of summons by publication entered by the court on  
\_\_\_\_\_, 20\_\_\_\_\_, you are hereby commanded and required to file with the  
clerk of said court and serve upon \_\_\_\_\_, plaintiff, whose  
address is \_\_\_\_\_, an answer to the complaint  
within sixty (60) days of the date of the order for service by publication. If you fail to do so, judgement by  
default will be taken against you for the relief demanded in the complaint.

Witness the Honorable \_\_\_\_\_, Judge of said Court.

This the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Clerk of Superior Court  
Bulloch County



**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
Plaintiff	)	
	)	Civil Action
vs.	)	File No. _____
	)	
	)	
	)	
	)	
Defendant	)	

**DOMESTIC RELATIONS FINANCIAL AFFIDAVIT OF PLAINTIFF**

(1) Your Name: \_\_\_\_\_ Your Age \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Spouse's Age \_\_\_\_\_

Date of Marriage: \_\_\_\_\_ Date of Separation \_\_\_\_\_

Names and birth dates of children for whom support is to be determined in this action:

Name	Date of Birth	Resides with
_____		
_____		
_____		
_____		

Names and birth dates of your other children:

Name	Date of Birth	Resides with
_____		
_____		
_____		

(2) SUMMARY OF YOUR INCOME AND NEEDS: (complete this part after you complete pages 2-5)

(A) Gross Monthly Income (from Item 3A below)	\$
(B) Net Monthly Income from Employment (from Item 3B below)	\$
(C) Average Monthly Expenses (Item 5A below)	\$
(D) Monthly Payments to Creditors (Item 5B below)	\$

(E) Total Monthly Expenses and Payments to Creditors (Item 5C below)	\$
----------------------------------------------------------------------	----

(3)(A) YOUR GROSS MONTHLY INCOME (Complete this section or attach Child Support Schedule A)

*All income must be entered based on monthly average regardless of date of receipt. Where applicable, income should be annualized.*

Salary or Wages - ATTACH COPIES OF 2 MOST RECENT WAGE STATEMENTS	\$
Commissions, Fees, and Tips	\$
Income from self-employment, partnership, close corporations, and independent contracts (gross receipts minus ordinary and necessary expenses required to produce income) ATTACH SHEET ITEMIZING YOUR CALCULATIONS	\$
Rental Income (gross receipts minus ordinary and necessary expenses required to produce income) ATTACH SHEET ITEMIZING YOUR CALCULATIONS	\$
Bonuses	\$
Overtime Payments	\$
Severance Pay	\$
Recurring Income from Pensions or Retirement Plans	\$
Interest and Dividends	\$
Trust Income	\$
Income from Annuities	\$
Capital Gains	\$
Social Security Disability or Retirement Benefits	\$
Workers' Compensation Benefits	\$
Unemployment Benefits	\$
Judgments from Personal Injury or Other Civil Cases	\$
Gifts (cash or other gifts that can be converted to cash)	\$
Prizes/Lottery Winnings	\$
Alimony and Maintenance from persons not in this case	\$
Assets which are used for support of family	\$
Fringe Benefits (if significantly reduce living expenses)	\$
Any other income (do NOT include means-tested Public assistance, such as TANF or food stamps)	\$

GROSS MONTHLY INCOME (Also write this total on Page 1, (2)(A))	\$
----------------------------------------------------------------	----

(3)(B) YOUR GROSS MONTHLY INCOME FROM EMPLOYMENT

NET MONTHLY INCOME FROM EMPLOYMENT (deducting only state and federal taxes and FICA) (Also write this total on Page 1, (2)(B))		\$
Your Pay Period (i.e., weekly, monthly, etc.)	Number of Exemptions Claimed by You for Tax Purposes:	

(4) ASSETS

List all assets here, including both non-marital and marital property. If you claim or agree that all or part of an asset is non-marital, indicate the non-marital portion under the appropriate spouse's column and state the amount and the basis: pre-marital, gift, inheritance, source of funds, etc. The total value of each asset must be listed in the "value" column. "Value" means what you feel the item of property would be worth if it were offered for sale.

Description	Value	Separate Asset of the Husband	Separate Asset of the Wife	Basis of the Claim (pre-marital, gift, inheritance, etc.)
Cash	\$	\$	\$	
Stocks, Bonds	\$	\$	\$	
CD's/Money Market, Accounts	\$	\$	&	
Bank Accounts (list each account below):				
(1)	\$			
(2)	\$	\$	\$	
(3)	\$	\$	\$	
Retirement Pensions, 401(k), IRA, or Profit-Sharing	\$	\$	\$	
Money Owed to You or Spouse	\$	\$	\$	
Tax Refund Owed to You	\$	\$	\$	
Real Estate (list properties and mortgages):				
Home	\$	\$	\$	
Debt Owed on Home	\$			
Other Real Estate				
Debt Owed on Home	\$			
Automobiles/Vehicles (list vehicles and amounts owed on each one):				
(1)				
Debt Owed on Vehicle (1)	\$			
(2)				

Debt Owed on Vehicle (2)	\$			
Life Insurance (net cash value)	\$	\$	\$	
Furniture/Furnishings	\$	\$	\$	
Description	Value	Separate Asset of the Husband	Separate Asset of the Wife	Basis of the Claim (pre-marital, gift, inheritance, etc.)
Jewelry/Collectibles	\$	\$	\$	
Other Assets (specify):	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
TOTAL ASSETS	\$	\$	\$	

(5)(A) AVERAGE MONTHLY EXPENSES FOR YOU AND YOUR HOUSEHOLD

HOUSEHOLD EXPENSES			
Mortgage or Rent Payments	\$	Gas	\$
Property Taxes	\$	Repairs and Maintenance	\$
Homeowner's/Renter's Insurance	\$	Lawn Care	\$
Electricity	\$	Pest Control	\$
Water	\$	Cable TV/Internet	\$
Garbage and Sewer	\$	Misc. Household and Grocery Items	\$
Telephones		Meals Outside Home	\$
Residential Lines	\$	Other (Specify)	\$
Cellular Telephones	\$		\$
AUTOMOTIVE			
Gasoline and Oil	\$	Auto Tags/Registration/ License	\$
Repairs and Maintenance	\$	Insurance	\$
OTHER VEHICLES			
Gasoline and Oil	\$	Auto Tags/Registration/ License	\$
Repairs and Maintenance	\$	Insurance	\$
OTHER INSURANCE			
Health Insurance	\$	Life Insurance	\$
Child(ren)'s Portion	\$	Relationship of Beneficiary	\$
Dental Insurance	\$	Disability Insurance	\$
Child(ren)'s Portion	\$	Other Insurance (specify)	\$
Vision Insurance	\$		\$
Child(ren)'s Portion	\$		\$
YOUR OTHER EXPENSES			
Dry Cleaning and Laundry	\$	Publications	\$
Clothing	\$	Dues and Clubs	\$

Medical/Dental/Prescriptions (out of pocket uncovered expenses)	\$	Religious and Charities	\$
Your Gifts (special holidays)	\$	Pet Expenses	\$
Entertainment	\$	Alimony Paid to Former Spouse	\$
Recreational Expenses (e.g. fitness)	\$	Child Support Paid for Other Child(ren)	\$
Vacations		Date of Initial Child Support Order	
Travel Expenses for Visitation		Other (attach sheet to list expenses)	
TOTAL ALL MONTHLY EXPENSES (Also write this total on Page 1, (2)(C))			\$

(5)(B) PAYMENTS TO CREDITORS

To Whom:	Balance Due	Monthly Payments	(Please Check One)		
			Joint	Husband	Wife
	\$	\$			
	\$	\$			
	\$	\$			
	\$	\$			
TOTAL MONTHLY PAYMENTS TO CREDITORS (Also write this total on Page 1, (2)(D))			\$		

(5)(C) TOTAL MONTHLY EXPENSES

TOTAL MONTHLY EXPENSES + TOTAL MONTHLY PAYMENTS TO CREDITORS (above)  (Also write this total on Page 1, (2)(E))	\$
--------------------------------------------------------------------------------------------------------------------------	----

Dated: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff, *Pro se* (Signature)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

NOTARY PUBLIC

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
Plaintiff	)	
	)	Civil Action
vs.	)	File No. _____
	)	
	)	
	)	
	)	
Defendant	)	

**DOMESTIC RELATIONS FINANCIAL AFFIDAVIT OF DEFENDANT**

(1) Your Name: \_\_\_\_\_ Your Age \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Spouse's Age \_\_\_\_\_

Date of Marriage: \_\_\_\_\_ Date of Separation \_\_\_\_\_

Names and birth dates of children for whom support is to be determined in this action:

Name	Date of Birth	Resides with
_____		
_____		
_____		
_____		

Names and birth dates of your other children:

Name	Date of Birth	Resides with
_____		
_____		
_____		

(2) SUMMARY OF YOUR INCOME AND NEEDS: (complete this part after you complete pages 2-5)

(A) Gross Monthly Income (from Item 3A below)	\$
(B) Net Monthly Income from Employment (from Item 3B below)	\$
(C) Average Monthly Expenses (Item 5A below)	\$
(D) Monthly Payments to Creditors (Item 5B below)	\$

(E) Total Monthly Expenses and Payments to Creditors (Item 5C below)	\$
----------------------------------------------------------------------	----

(3)(A) YOUR GROSS MONTHLY INCOME (Complete this section or attach Child Support Schedule A)

*All income must be entered based on monthly average regardless of date of receipt. Where applicable, income should be annualized.*

Salary or Wages - ATTACH COPIES OF 2 MOST RECENT WAGE STATEMENTS	\$
Commissions, Fees, and Tips	\$
Income from self-employment, partnership, close corporations, and independent contracts (gross receipts minus ordinary and necessary expenses required to produce income) ATTACH SHEET ITEMIZING YOUR CALCULATIONS	\$
Rental Income (gross receipts minus ordinary and necessary expenses required to produce income) ATTACH SHEET ITEMIZING YOUR CALCULATIONS	\$
Bonuses	\$
Overtime Payments	\$
Severance Pay	\$
Recurring Income from Pensions or Retirement Plans	\$
Interest and Dividends	\$
Trust Income	\$
Income from Annuities	\$
Capital Gains	\$
Social Security Disability or Retirement Benefits	\$
Workers' Compensation Benefits	\$
Unemployment Benefits	\$
Judgments from Personal Injury or Other Civil Cases	\$
Gifts (cash or other gifts that can be converted to cash)	\$
Prizes/Lottery Winnings	\$
Alimony and Maintenance from persons not in this case	\$
Assets which are used for support of family	\$
Fringe Benefits (if significantly reduce living expenses)	\$
Any other income (do NOT include means-tested Public assistance, such as TANF or food stamps)	\$



GROSS MONTHLY INCOME (Also write this total on Page 1, (2)(A))	\$
----------------------------------------------------------------	----

(3)(B) YOUR GROSS MONTHLY INCOME FROM EMPLOYMENT

NET MONTHLY INCOME FROM EMPLOYMENT (deducting only state and federal taxes and FICA) (Also write this total on Page 1, (2)(B))		\$
Your Pay Period (i.e., weekly, monthly, etc.)	Number of Exemptions Claimed by You for Tax Purposes:	

(4) ASSETS

List all assets here, including both non-marital and marital property. If you claim or agree that all or part of an asset is non-marital, indicate the non-marital portion under the appropriate spouse's column and state the amount and the basis: pre-marital, gift, inheritance, source of funds, etc. The total value of each asset must be listed in the "value" column. "Value" means what you feel the item of property would be worth if it were offered for sale.

Description	Value	Separate Asset of the Husband	Separate Asset of the Wife	Basis of the Claim (pre-marital, gift, inheritance, etc.)
Cash	\$	\$	\$	
Stocks, Bonds	\$	\$	\$	
CD's/Money Market, Accounts	\$	\$	&	
Bank Accounts (list each account below):				
(1)	\$			
(2)	\$	\$	\$	
(3)	\$	\$	\$	
Retirement Pensions, 401(k), IRA, or Profit-Sharing	\$	\$	\$	
Money Owed to You or Spouse	\$	\$	\$	
Tax Refund Owed to You	\$	\$	\$	
Real Estate (list properties and mortgages):				
Home	\$	\$	\$	
Debt Owed on Home	\$			
Other Real Estate				
Debt Owed on Home	\$			
Automobiles/Vehicles (list vehicles and amounts owed on each one):				
(1)				
Debt Owed on Vehicle (1)	\$			
(2)				

Debt Owed on Vehicle (2)	\$			
Life Insurance (net cash value)	\$	\$	\$	
Furniture/Furnishings	\$	\$	\$	
Description	Value	Separate Asset of the Husband	Separate Asset of the Wife	Basis of the Claim (pre-marital, gift, inheritance, etc.)
Jewelry/Collectibles	\$	\$	\$	
Other Assets (specify):	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
TOTAL ASSETS	\$	\$	\$	

(5)(A) AVERAGE MONTHLY EXPENSES FOR YOU AND YOUR HOUSEHOLD

HOUSEHOLD EXPENSES			
Mortgage or Rent Payments	\$	Gas	\$
Property Taxes	\$	Repairs and Maintenance	\$
Homeowner's/Renter's Insurance	\$	Lawn Care	\$
Electricity	\$	Pest Control	\$
Water	\$	Cable TV/Internet	\$
Garbage and Sewer	\$	Misc. Household and Grocery Items	\$
Telephones		Meals Outside Home	\$
Residential Lines	\$	Other (Specify)	\$
Cellular Telephones	\$		\$
AUTOMOTIVE			
Gasoline and Oil	\$	Auto Tags/Registration/ License	\$
Repairs and Maintenance	\$	Insurance	\$
OTHER VEHICLES			
Gasoline and Oil	\$	Auto Tags/Registration/ License	\$
Repairs and Maintenance	\$	Insurance	\$
OTHER INSURANCE			
Health Insurance	\$	Life Insurance	\$
Child(ren)'s Portion	\$	Relationship of Beneficiary	\$
Dental Insurance	\$	Disability Insurance	\$
Child(ren)'s Portion	\$	Other Insurance (specify)	\$
Vision Insurance	\$		\$
Child(ren)'s Portion	\$		\$
YOUR OTHER EXPENSES			
Dry Cleaning and Laundry	\$	Publications	\$
Clothing	\$	Dues and Clubs	\$

Medical/Dental/Prescriptions (out of pocket uncovered expenses)	\$	Religious and Charities	\$
Your Gifts (special holidays)	\$	Pet Expenses	\$
Entertainment	\$	Alimony Paid to Former Spouse	\$
Recreational Expenses (e.g. fitness)	\$	Child Support Paid for Other Child(ren)	\$
Vacations		Date of Initial Child Support Order	
Travel Expenses for Visitation		Other (attach sheet to list expenses)	
TOTAL ALL MONTHLY EXPENSES (Also write this total on Page 1, (2)(C))			\$

(5)(B) PAYMENTS TO CREDITORS

To Whom:	Balance Due	Monthly Payments	(Please Check One)		
			Joint	Husband	Wife
	\$	\$			
	\$	\$			
	\$	\$			
	\$	\$			
TOTAL MONTHLY PAYMENTS TO CREDITORS (Also write this total on Page 1, (2)(D))			\$		

(5)(C) TOTAL MONTHLY EXPENSES

TOTAL MONTHLY EXPENSES + TOTAL MONTHLY PAYMENTS TO CREDITORS (above)  (Also write this total on Page 1, (2)(E))	\$
--------------------------------------------------------------------------------------------------------------------------	----

Dated: \_\_\_\_\_

DEFENDANT \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

NOTARY PUBLIC

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
	)	
Plaintiff,	)	
	)	
v.	)	Civil Action No. _____
	)	
	)	
	)	
Defendant.	)	

**MANDATORY SEMINAR NOTICE**

Pursuant to the Order of the Superior Courts of Ogeechee Judicial Circuit, Georgia, you are hereby notified that you are required to attend and successfully complete the seminar for parents regarding the effects of divorce on minor children, BEFORE you ask the Court to grant the divorce.

Seminar attendance by both parties is mandatory. Failure to complete this seminar in a successful manner will result in appropriate action against you by the Court, including denial of the grant of divorce until the class is completed, or the dismissal of your case. Parenting Seminar Certificates by each party MUST be filed into the case before you ask the Court to grant the divorce.

IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA

	*	
Plaintiff	*	
	*	Civil Action File No. _____
v.	*	
	*	
	*	
Defendant	*	

### PARENTING PLAN

This plan has been proposed by \_\_\_\_\_. The proposing party affirms the accuracy of the information provided, as shown by their signature at the end of this proposed plan. This information has been furnished in furtherance of the requirements of OCGA Section 19-9-1.

[If this is a proposed parenting plan, it shall be filed at the time of filing any complaint or answer, and in any event, not less than 10 days before any hearing, and not less than 15 days before any final hearing with copy to opposing counsel/party.]

This plan ☐ is a new plan.  
☐ modifies an existing Parenting Plan dated \_\_\_\_\_.  
☐ modifies an existing Order dated \_\_\_\_\_.

Child's Name	Date of Birth

#### I. Custody and Decision Making:

##### a. Legal Custody shall be (choose one):

- ☐ With the Mother  
☐ With the Father  
☐ Joint

##### b. Primary Physical Custodian

For each of the children named below the primary physical custodian shall be:

Child's Name	Date of Birth	Mother	Father	Joint
		<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

IF "SPLIT" CUSTODY IS PROPOSED, EACH PARTY SHALL SUBMIT NOT LESS THAN THREE SEPARATE CHILD SUPPORT WORKSHEETS – TWO FOR THE "SPLIT" PROPOSAL AND ONE FOR THE "NON-SPLIT" PROPOSAL.

WHERE JOINT PHYSICAL CUSTODY IS CHOSEN BY THE PARENTS OR ORDERED BY THE COURT, A DETAILED PLAN OF THE LIVING ARRANGEMENTS OF THE CHILD(REN) SHALL BE ATTACHED AND MADE A PART OF THIS PARENTING PLAN.

**c. Day-to-Day Decisions**

Each parent shall make decisions regarding the day-to-day care of a child while the child is residing with that parent, including any emergency decisions affecting the health or safety of a child.

**d. Major Decisions**

If major decisions regarding each child are divided, the responsibilities of each parent are as follows: ☐ N/A or ☐ division of responsibilities:

\_\_\_\_\_.

**e. Disagreements**

Where parents have elected joint decision making in Section I.d above, please explain how any disagreements in decision-making will be resolved. ☐ mediation ☐ arbitration ☐ other: \_\_\_\_\_.

**II. Parenting Time/Visitation Schedule**

**a. Parenting Time/Visitation**

During the term of this parenting plan the non-custodial parent shall have at a minimum the following rights of parenting time/visitation (choose an item):

- ☐ The weekend of the first and third Friday of each month.
- ☐ The weekend of the first, third and fifth Friday of each month.
- ☐ The weekend of the second and fourth Friday of each month.
- ☐ Every other weekend starting on \_\_\_\_\_.
- Each \_\_\_\_\_ starting at \_\_\_\_\_ and ending \_\_\_\_\_
- ☐ Other: \_\_\_\_\_

For purposes of this parenting plan, a weekend will start at \_\_\_\_\_  
\_\_\_\_\_ on \_\_\_\_\_ and end at \_\_\_\_\_  
on \_\_\_\_\_.

This parenting schedule begins: ☐ \_\_\_\_\_ (enter date) or ☐ date of the Court's Order.

**b. Major Holidays and Vacation Periods**

**Thanksgiving**

The day to day schedule shall apply unless other arrangements are set forth:

\_\_\_\_\_

**Winter Vacation**

The shall have the child(ren) for the first period from the day and time school is dismissed until December \_\_\_\_\_ at \_\_\_\_\_ in ☐ odd numbered years ☐ even numbered years ☐ every year. The other parent will have the child(ren) for the second period from the day and time indicated above until 6:00 p.m. on the evening before school resumes. Unless otherwise indicated, the parties shall alternate the first and second periods each year father with odd numbered years and mother with even numbered years.

Other agreement of the parties: \_\_\_\_\_

**Summer Vacation**

Define summer vacation period: \_\_\_\_\_.

The day to day schedule shall apply unless other arrangements are set forth:

\_\_\_\_\_.

**Spring Vacation (if applicable)**

Define spring vacation period: \_\_\_\_\_.

The day to day schedule shall apply unless other arrangements are set forth:

\_\_\_\_\_.

**Fall Vacation (if applicable)**

Define fall vacation period: \_\_\_\_\_.

The day to day schedule shall apply unless other arrangements are set forth:

\_\_\_\_\_.

**c. Other Holiday Schedule (if applicable)**

*Indicate if child(ren) will be with the parent in ODD or EVEN numbered years or indicate EVERY year:*

*In addition to the birthdays of the parties and the children the holidays affected by visitation are described below:*

Holiday/Event	Mother	Father
Child(ren)'s Birthday(s)		
Mother's Birthday		
Father's Birthday		
Other:		
Other:		
Other:		
Other:		
Other:		
Other:		
Other:		
Other:		
Other:		

**d. Other extended periods of time during school, etc. (refer to the school schedule).**

\_\_\_\_\_.



**e. Start and end dates for holiday visitation**

For the purposes of this parenting plan, the holiday will start and end as follows (choose one):

- ☐ Holidays that fall on Friday will include the following Saturday and Sunday
- ☐ Holidays that fall on Monday will include the preceding Saturday and Sunday
- ☐ Other:

**f. Coordination of Parenting Schedules**

Check if applicable

- ☐ The holiday parenting time/visitation schedule takes precedence over the regular parenting time/visitation schedule.
- ☐ When the child(ren) is/are with a parent for an extended parenting time/visitation period (such as summer), the other parent shall be entitled to visit with the child(ren) during the extended period, as follows: \_\_\_\_\_.

**g. Transportation Arrangements**

Unless otherwise agreed between the parties, the delivering parent will be responsible for transportation of the child.

The delivering party will be responsible for costs in connection with the delivery: \_\_\_\_\_.

Other provisions: \_\_\_\_\_.

**h. Contacting the Child**

When the child or children are in the physical custody of one parent, the other parent will have the right to contact the child or children as follows:

- ☐ Telephone
- ☐ Other: \_\_\_\_\_.
- ☐ Limitations on Contact: \_\_\_\_\_.

**i. Restrictions on Parenting Time (if applicable)**

- ☐ Check here if applicable.

Parenting time shall be restricted as follows (state with specificity persons, places, activities or other to or from which restrictions apply: \_\_\_\_.

State enforcement provisions, including but not limited to supervision, and if supervision by whom or what agency: \_\_\_\_.

Responsibility for Cost: ☐ Mother ☐ Father ☐ Both Equally

**Communication Restrictions (if applicable)**

- ☐ Check here if applicable.

Please check:

- ☐ Each parent shall promptly notify the other parent of a change of address, phone number or cell phone number. A parent changing residence must give at least 30 days advance notice of the change and provide the full address of the new residence.

- ☐ Due to prior acts of family violence, the address of the child(ren) and victim of family violence shall be kept confidential. The protected parent shall promptly notify the other parent, through a third party, of any change in contact information necessary to conduct visitation.

### III. Access to Records and Information

#### **Rights of the Parents**

Absent agreement to limitations or court ordered limitations, pursuant to O.C.G.A. § 19-9-1 (b) (1) (D), both parents are entitled to access to all of the child(ren)'s records and information, including, but not limited to, education, health, extracurricular activities, and religious communications. Designation as a non-custodial parent does not affect a parent's right to equal access to these records.

Limitations on access rights: \_\_\_\_\_.

Other Information Sharing Provisions: \_\_\_\_\_.

#### **IV. Modification of Plan or Disagreements**

Parties may, by mutual agreement, vary the parenting time/visitation; however, such agreement shall not be a binding court order, nor shall it constitute a defense for contempt unless agreed on in writing. Custody shall only be modified by court order.

Should the parents disagree about this parenting plan or wish to modify it, they must make a good faith effort to resolve the issue between them.

#### **V. Special Considerations**

Please attach an addendum detailing any special circumstances of which the Court should be aware (e.g., health issues, educational issues, etc.)

#### **VI. Parental Acknowledgement**

Please review the following and initial:

1. I recognize that a close and continuing parent-child relationship and continuity in the child's life is in the child's best interest.

Mother's Initials: \_\_\_\_\_ Father's Initials: \_\_\_\_\_

2. I recognize that our child's needs will change and grow as the child matures; I have made a good faith effort to take these changing needs into account so that the need for future modifications to the parenting plan are minimized.

Mother's Initials: \_\_\_\_\_ Father's Initials: \_\_\_\_\_

☐ I, the undersigned party, affirm that the information I have provided with this proposal is true and correct.

\_\_\_\_\_  
*Mother*

[Sign in presence of Notary Public]

Sworn to and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_.

\_\_\_\_\_  
*Father*

[Sign in presence of Notary Public]

Sworn to and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Georgia

My Commission Expires \_\_\_\_\_.

IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA

_____	*	
Plaintiff	*	
	*	Civil Action File No. _____
v.	*	
	*	
_____	*	
Defendant	*	

**ORDER**

The Court has reviewed the foregoing Parenting Plan, and it is hereby made the Order of this Court.

**SO ORDERED**, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ .

\_\_\_\_\_  
**JUDGE**, Superior Courts  
Ogeechee Judicial Circuit

	)	
Plaintiff,	)	
v.	)	CIVIL ACTION FILE
	)	NO.
	)	
Defendant.	)	

☐ The parties have agreed to the terms of this order and this information has been furnished by both parties to meet the requirements of OCGA §19-6-15. The parties agree on the terms of the order and affirm the accuracy of the information provided, as shown by their signatures at the end of this addendum.

☐ This addendum includes findings of fact and conclusions of law and fact made by the Court, in compliance with OCGA §19-6-15.

1. **Gross Income** - The Father's gross monthly income (before taxes) is \$\_\_\_\_\_; the Mother's gross monthly income is \$\_\_\_\_\_(before taxes).
2. **Children** - The number of children for whom support is being provided under this order is \_\_\_\_\_. Their names and dates of birth are:

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- Page 45 of 62

5. **Duration of Child Support**

☐ **Beyond Age 18 for High School** - The child support shall continue monthly thereafter until all children reach the age of eighteen, die, marry, or otherwise become emancipated; provided that if a child becomes eighteen years old while enrolled in and attending secondary school on a full-time basis, then the child support shall continue for the child until the child has graduated from secondary school or reaches twenty years of age, whichever occurs first.

☐ **Stops at Age 18** - The child support shall continue monthly thereafter until all children reach the age of eighteen, die, marry, or otherwise become emancipated.

☐ **Until Further Order** - Child support shall continue until further order of this Court.

☐ **Until Specific Date** - The child support shall continue monthly thereafter until \_\_\_\_\_.

6. **Split Parenting** - A split parenting situation occurs when the parents have two or more children together, where at least one of the children spends more than 50% of the time with one parent, and at least one of the children spends more than 50% of the time with the other parent.

*[You must check & complete **only one** of the following paragraphs.]*

☐ **Not Split Parenting Case** - This case does not involve Split Parenting.

☐ **Split Parenting Case** - This is a Split Parenting case. Separate *Child Support Worksheets* have been filed for the children living with the Mother and for the children living with the Father, and a *Child Support Order Addendum* has been entered in this action for each parent. At this time, the Mother is obligated to pay the sum of \$\_\_\_\_\_ per month to the Father, and the Father is obligated to pay the sum of \$\_\_\_\_\_ per month to the Mother.

☐ **Net Payment** - For so long as these amounts remain in effect, the \_\_\_\_\_ shall pay only the difference between the two amounts (which is \$\_\_\_\_\_) to the \_\_\_\_\_, who shall not be required to pay the child support obligation to the other parent.

☐ **Zero Payment** - The parents' child support obligations are equal. For so long as the amounts remain equal, neither parent shall pay any child support payment to the other parent.

☐ **Payment From Each** - Each parent shall pay the full amount of his or her child support obligation to the other.

7. **Deviation from Presumptive Amount**

☐ **No Deviation** - It has been determined that none of the Deviations allowed under OCGA §19-6-15 applies in this case, as shown by the attached *Schedule E*. The amount of support in Paragraph 4 above is the Presumptive Amount of Child Support shown on the attached *Child Support Worksheet*.

☐ **Deviation** - It has been determined that one or more of the Deviations allowed under OCGA §19-6-15 applies in this case, as shown by the attached *Schedule E*. The Presumptive Amount of Child Support that would have been required under OCGA §19-6-15 if the Deviations had not been applied is \$\_\_\_\_\_ per month, as shown on the attached *Child Support Worksheet*. The attached *Schedule E* explains the reasons for the deviation, how the application of the guidelines would be unjust or inappropriate considering the relative ability of each parent to provide support, and how the best interest of the children who are subject to this child support determination is served by deviation from the presumptive amount of child support.

8. **Health, Dental & Vision Insurance for Children**

☐ **Insurance Available** - The following insurance for the children involved in this action is available at a reasonable cost to the \_\_\_\_\_ through that parent's employer or the PeachCare program:

☐ Health (medical, mental health and hospitalization)      ☐ Dental      ☐ Vision.

So long as it remains available to that parent, the \_\_\_\_\_ shall maintain the types of insurance checked above for the benefit of the minor children, until each child reaches the age of eighteen, dies, marries, or otherwise becomes emancipated; except that if a child becomes eighteen years old while enrolled in and attending secondary school on a full-time basis, then the insurance shall be continued for the child until the child has graduated from secondary school or reaches twenty years of age, whichever occurs first.

(1) The parent who maintains the insurance shall provide the other parent with an insurance identification card or such other acceptable proof of insurance coverage and shall cooperate with the other parent in submitting claims under the policy.

(2) All money received by one of the parties for claims processed under the insurance policy shall be paid within five (5) days after the party receives the money, to the other party (if that other party paid the applicable health care service provider) or to the applicable health care provider (if the provider has not been paid by one of the parties).

☐ **Insurance Not Available** - Insurance (other than Medicaid) is not available at this time to either party at a reasonable cost. If health insurance for the children later becomes available to the parent who is required to pay child support for these children, then that parent must obtain the following types of insurance, unless it is then being provided by the other parent:

☐ Health (medical, mental health and hospitalization)      ☐ Dental      ☐ Vision.

When insurance has been obtained by either party, Paragraphs 7 (a)(1) and (2) shall apply.

9. **Uninsured Health Care Expenses** - The \_\_\_\_\_ shall pay \_\_\_\_\_% and the \_\_\_\_\_ shall pay \_\_\_\_\_% of all expenses incurred for the children's healthcare (including medical, dental, mental health, hospital and vision care) that are not covered by insurance. The party who incurs a health care expense for one of the children shall provide verification of the amount to the other party. That other party shall reimburse the incurring party (or pay the health care provider directly) for the appropriate percentage of the expense, within fifteen (15) days after receiving the verification of a particular health care expense.

10. **Parenting Time Amounts** - The approximate number of days of parenting time per year according to the visitation order is \_\_\_\_\_ days for the Father and \_\_\_\_\_ days for the Mother.

11. **Social Security Benefits**

☐ **Not Received** - The children do not receive Title II Social Security benefits under the account of the parent ordered to pay child support.

☐ **Received** - The children receive Title II Social Security benefits under the account of the parent ordered to pay child support. The benefits received by the children shall be counted as child support payments, and shall be applied against the final child support order to be paid by that parent.

(1) If the amount of benefits received is less than the amount of support ordered, the obligor shall pay the amount exceeding the Social Security benefit.

(2) If the amount of benefits received is equal to or more than the amount of support ordered, the obligor's responsibility is met and no further support shall be paid.

(3) Any Title II benefits received for the children's benefit shall be retained by the custodial parent or nonparent custodian for the children's benefit, and it shall not be used as a reason for decreasing the final child support order or reducing arrearages.

12. **Modification**

☐ **Not Modification Action** - This is an initial determination of child support, not a modification action.

☐ **Support Not Modified** - This action is a modification action, but the order does not modify the amount of child support that was previously ordered for these children. The date of the initial support order concerning this child support case was:

☐ **Support Amount Modified** - The order modifies the amount of child support that was previously ordered for these children. The basis for the modification is:

- ☐ Substantial change in the income and financial status of the Father;
- ☐ Substantial change in the income and financial status of the Mother;
- ☐ Substantial change in the needs of the Children;
- ☐ The noncustodial parent failed to exercise visitation provided under the prior order;
- ☐ The noncustodial parent has exercised more visitation than was provided in the prior order.



13. **Income Deduction Order**

☐ An *Income Deduction Order* shall be entered by the Court, under OCGA § 19-6-32, for payment of the child support and alimony (if any) provided. The *Income Deduction Order* shall take effect:

☐ Immediately upon entry by the Court.

☐ Upon accrual of a delinquency equal to one month's support. The *Income Deduction Order* may be enforced by serving a "Notice of Delinquency," as provided in OCGA §19-6-32 (f).

☐ The parties agree that an *Income Deduction Order* is not immediately necessary.

☐ The Court finds that there is good cause not to require income deduction, having determined that income deduction will not serve the children's best interests and that there has been sufficient proof of timely payment of any previously ordered support.

14. **Continuing Garnishment for Child Support** - Whenever, in violation of the terms of the order, there shall have been a failure to make the support payments, so that the amount unpaid is equal to or greater than the amount payable for one month, the payments required to be made may also be collected by the process of continuing garnishment for support.

**Parties' Consent** - We knowingly and voluntarily agree on the terms of this order. Each of us affirms that the information we have provided in this Addendum is true and correct.

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Mother's Signature

**Signatures Must Be Completed by Both Parties before Notary**

Sworn and subscribed before me on the

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Sworn and subscribed before me on the

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public [signature]  
[Seal]

\_\_\_\_\_  
Notary Public [signature]  
[Seal]

Or

(    ) Contested Hearing

**ORDER**

(    ) The Court has reviewed the foregoing *Child Support Order Addendum*, and it is hereby made the order of this Court.

Or

(    ) After a hearing in the above styled case, the Court hereby makes the finding of facts as shown on this Child Support Order addendum.

**SO ORDERED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Judge, Superior Court  
Ogeechee Judicial Circuit

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
	)	
Plaintiff,	)	
	)	
v.	)	Civil Action No. _____
	)	
	)	
	)	
Defendant.	)	

**SETTLEMENT AGREEMENT**

This is an agreement by and between \_\_\_\_\_ [Name],  
(hereinafter referred to as "Plaintiff") and \_\_\_\_\_ [Name],  
(hereinafter referred to as "Defendant").

WHEREAS, the parties are married but are currently living in a bona fide state of separation;

WHEREAS, the child(ren) born as issue of the marriage is/are:

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

WHEREAS, the parties desire to settle between themselves all questions of division of property, child custody, visitation, child support, alimony, and all other rights and obligations arising out of their marital relationship:

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties agree as follows:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. **Duration of Child Support**

☐ **Beyond Age 18 for High School** - The child support shall continue monthly thereafter until all children reach the age of eighteen, die, marry, or otherwise become emancipated; provided that if a child becomes eighteen years old while enrolled in and attending secondary school on a full-time basis, then the child support shall continue for the child until the child has graduated from secondary school or reaches twenty years of age, whichever occurs first.

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☐ **Until Specific Date** - The child support shall continue monthly thereafter until \_\_\_\_\_.

6. **Split Parenting** - A split parenting situation occurs when the parents have two or more children together, where at least one of the children spends more than 50% of the time with one parent, and at least one of the children spends more than 50% of the time with the other parent.

*[You must check & complete **only one** of the following paragraphs.]*

☐ **Not Split Parenting Case** - This case does not involve Split Parenting.

☐ **Split Parenting Case** - This is a Split Parenting case. Separate *Child Support Worksheets* have been filed for the children living with the Mother and for the children living with the Father, and a *Child Support Order Addendum* has been entered in this action for each parent. At this time, the Mother is obligated to pay the sum of \$\_\_\_\_\_ per month to the Father, and the Father is obligated to pay the sum of \$\_\_\_\_\_ per month to the Mother.

☐ **Net Payment** - For so long as these amounts remain in effect, the \_\_\_\_\_ shall pay only the difference between the two amounts (which is \$\_\_\_\_\_) to the \_\_\_\_\_, who shall not be required to pay the child support obligation to the other parent.

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☐ **Support Amount Modified** - The order modifies the amount of child support that was previously ordered for these children. The basis for the modification is:

- ☐ Substantial change in the income and financial status of the Father;
- ☐ Substantial change in the income and financial status of the Mother;
- ☐ Substantial change in the needs of the Children;
- ☐ The noncustodial parent failed to exercise visitation provided under the prior order;
- ☐ The noncustodial parent has exercised more visitation than was provided in the prior order.

13. **Income Deduction Order**

☐ An *Income Deduction Order* shall be entered by the Court, under OCGA § 19-6-32, for payment of the child support and alimony (if any) provided. The *Income Deduction Order* shall take effect:

☐ Immediately upon entry by the Court.

☐ Upon accrual of a delinquency equal to one month's support. The *Income Deduction Order* may be enforced by serving a "Notice of Delinquency," as provided in OCGA §19-6-32 (f).

☐ The parties agree that an *Income Deduction Order* is not immediately necessary.

☐ The Court finds that there is good cause not to require income deduction, having determined that income deduction will not serve the children's best interests and that there has been sufficient proof of timely payment of any previously ordered support.

14. **Continuing Garnishment for Child Support** - Whenever, in violation of the terms of the order, there shall have been a failure to make the support payments, so that the amount unpaid is equal to or greater than the amount payable for one month, the payments required to be made may also be collected by the process of continuing garnishment for support.

**Parties' Consent** - We knowingly and voluntarily agree on the terms of this order. Each of us affirms that the information we have provided in this Addendum is true and correct.

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Mother's Signature

**Signatures Must Be Completed by Both Parties before Notary**

Sworn and subscribed before me on the

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Sworn and subscribed before me on the

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public [signature]  
[Seal]

\_\_\_\_\_  
Notary Public [signature]  
[Seal]

Or

(    ) Contested Hearing

**ORDER**

(    ) The Court has reviewed the foregoing *Child Support Order Addendum*, and it is hereby made the order of this Court.

Or

(    ) After a hearing in the above styled case, the Court hereby makes the finding of facts as shown on this Child Support Order addendum.

**SO ORDERED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Judge, Superior Court  
Ogeechee Judicial Circuit



**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	)	
	)	
Plaintiff	)	Civil Action
	)	File No. _____
v.	)	
	)	
	)	
	)	
Defendant	)	

**FINAL JUDGMENT AND DECREE**

Upon consideration of this case, upon evidence submitted as provided by law, it is the judgment of the Court that a total divorce be granted, that is to say, a divorce *a vinculo matrimonii*, between the parties to the above stated case upon legal principles.

It is considered, ordered and decreed by the Court that the marriage contract heretofore entered into between the parties to this case, from and after this date, be and is set aside and dissolved as fully and effectually as if no such contract had ever been made or entered into.

Petitioner and Respondent in the future shall be held and considered as separate and distinct persons altogether unconnected by any nuptial union or civil contract whatsoever and both shall have the right to remarry.

The Court restores to \_\_\_\_\_ her prior or maiden name, to wit:  
\_\_\_\_\_; Date of Birth: \_\_\_\_\_.

The Court fixes alimony as follows: \_\_\_\_\_

The Court grants to Plaintiff the following items property:

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---

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The Court divides up the parties debts as follows:

Creditor	Amount	Responsible Party

The responsible party will hold harmless the non-responsible party for any collection on these obligations.

Each party is hereby restrained and enjoined from molesting or harassing the other party.

SO ORDERED this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

JUDGE, Bulloch County Superior Court  
Ogeechee Judicial Circuit

## General Civil and Domestic Relations Case Disposition Form Instructions

1. Provide the class of court and county in which the case is being disposed.
2. Provide the plaintiff's and defendant's names.
3. Provide the reporting party who is the individual completing the form.
4. Provide the attorneys' names and Bar numbers. If parties represented themselves, provide their names and check the self-represented box.
5. Provide the manner of disposition by checking the appropriate box. See below for definitions.
6. Provide an answer to the three questions by checking the appropriate boxes.

### Manner of Disposition Definitions

**Jury Trial:** Cases in which a jury is impaneled to determine the issues of fact in the case. A jury trial should be counted when the jury has been sworn, regardless of whether a verdict is reached.

**Bench/Non-Jury Trial:** Cases in which a judge or judicial officer is assigned to determine both the issues of fact and law in the case. A bench/non-jury trial should be counted when the first evidence is introduced, regardless of whether a judgment is reached.

**Non-Trial Disposition:** Cases in which the disposition does not involve either a jury trial or a bench trial.

**Alternative Dispute Resolution:** If a case was disposed of via a non-trial disposition, and the method of disposition was alternative dispute resolution. Only check if the whole case was resolved via alternative dispute resolution.

## General Civil and Domestic Relations Case Disposition Information Form

☐ Superior or ☐ State Court of \_\_\_\_\_ County

### For Clerk Use Only

Date Disposed \_\_\_\_\_  
MM-DD-YYYY

Case Number \_\_\_\_\_

Case Style \_\_\_\_\_

### Plaintiff(s)

Last	First	Middle I.	Suffix	Prefix
____	____	____	____	____
____	____	____	____	____
____	____	____	____	____
____	____	____	____	____

### Defendant(s)

Last	First	Middle I.	Suffix	Prefix
____	____	____	____	____
____	____	____	____	____
____	____	____	____	____
____	____	____	____	____

Reporting Party \_\_\_\_\_

Plaintiff's Attorney \_\_\_\_\_

Bar Number \_\_\_\_\_

Self-Represented ☐

Defendant's Attorney \_\_\_\_\_

Bar Number \_\_\_\_\_

Self-Represented ☐

### Manner of Disposition Check Only One

- ☐ Jury Trial  
☐ Bench/Non-Jury Trial  
☐ Non-Trial Disposition  
☐ Alternative Dispute Resolution

- ☐ Check if any party was self-represented at any point during the life of the case.
- ☐ Check if the court ordered an interpreter for any party, witness, or other involved individual.
- ☐ Was the case referred/ordered to a court-annexed alternative dispute resolution (ADR) process?

**STATE OF GEORGIA**  
**Report of Divorce, Annulment or Dissolution of**  
**Marriage**  
Type or print all information

1. Civil Action Number	2. Date Decree Granted (mo., day, year)	3. County Decree Granted
4. Wife's Name (first, middle, last)	5. Maiden (Birth) Last Name	6. Date of Birth (mo., day, year)
7. County of Residence	8. Number of This Marriage (1 <sup>st</sup> , 2 <sup>nd</sup> , etc.)	
9. Husband's Name (first, middle, last, generation)	10. Date of Birth (mo., day, year)	11. County of Residence
12. Number of This Marriage (1 <sup>st</sup> , 2 <sup>nd</sup> , etc.)	13. Date of This Marriage (mo., day, year)	
14. Specify Grounds For Divorce (19-5-3, OCGA)	15. Number of Children Less Than 18 Affected by This Decree	

**This above Report may be reproduced by use of a computer. However, the finished Report must be a close reproduction of the original, and prior review and approval must be obtained from the State Registrar before use.**  
**(31-10-7, O.C.G.A.)**

**31-10-22. Record of divorce, dissolutions, and annulments.**

(a) A record of each divorce, dissolution of marriage, or annulment granted by any court of competent jurisdiction in this state shall be filed by the clerk of the court with the department and shall be registered if it has been completed and filed in accordance with this Code section. The record shall be prepared by the petitioner or the petitioner's legal representative on a form prescribed and furnished by the state registrar and shall be presented to the clerk of the court with the petition. In all cases, the completed record shall be a prerequisite to the granting of the final decree.

(b) The clerk of the superior court shall complete and forward to the department on or before the tenth day of each calendar month the records of each divorce, dissolution of marriage, or annulment decree granted during the preceding calendar month.

**IN THE SUPERIOR COURT OF BULLOCH COUNTY  
STATE OF GEORGIA**

	§	
PLAINTIFF	§	
	§	
VS	§	
	§	CIVIL ACTION FILE NO.: _____
	§	
DEFENDANT	§	
	§	

**PRO SE CONTACT INFORMATION**

\*To avoid a possible delay in distribution of courtesy copies, all handwritten information must be legible.

<b><u>PLAINTIFF</u></b>	<b><u>DEFENDANT</u></b>
Current Address:  _____ _____ _____	Current Address:  _____ _____ _____
Phone Number(s):  (       ) _____	Phone Number(s):  (       ) _____
Email Address:  _____	Email Address:  _____

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature (   ) Plaintiff (   ) Defendant