

UNCONTESTED 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.

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 State Bar number. If you are representing yourself, provide your own name and check the self-represented box.
4. Provide the primary type of case by checking only *one* appropriate box. Cases can be either general civil or domestic relations and only *one* type of primary case within those categories. Check the case type that most accurately describes the primary case. If applicable, check one sub-type under the primary case type. 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 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.

Contempt/Modification/Other Post-Judgment: Any case alleging failure to comply with a previously existing court order, seeking to change the terms of a previously existing court order, or any other post-judgment activity in a general civil case.

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 types of torts listed.

Habeas Corpus: Any case designed to review the legality of the detention or imprisonment of an individual, but not the question of his or her guilt or innocence.

Injunction/Mandamus/Other Writ: Cases involving a written court order directing a specific person to perform or refrain from performing a specific act.

Landlord/Tenant: Any case involving a landlord/tenant dispute if the landlord removed a tenant and his or her property from the premises or placed a lien on the tenant's property to repay a 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 an injury to a person was caused 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 land.

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

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

Domestic Relations Cases

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

Contempt: Any case alleging failure to comply with a previously existing court order. If the contempt action deals with the non-payment of child support, medical support, or alimony, also check the corresponding sub-type box.

Dissolution/Divorce/Separate Maintenance/Alimony: 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.

Modification: Any case seeking to change the terms of a previously existing court order. If the modification deals with custody, parenting time, or visitation, also check the corresponding sub-type box.

Paternity/Legitimation: Cases involving establishment of the identity and/or responsibilities of the father of a minor child or a 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 (42 USC §§ 651-669b) 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 a law other than Title IV-D of the Social Security Act of 1973 (42 USC §§ 651-669b) to provide such maintenance.

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

Please note: This form is for statistical purposes only. It shall have no legal effect in a 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 will not 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

Last First Middle I. Suffix Prefix

Last First Middle I. Suffix Prefix

Last First Middle I. Suffix Prefix

Defendant(s)

Last First Middle I. Suffix Prefix

Last First Middle I. Suffix Prefix

Last First Middle I. Suffix Prefix

Last First Middle I. Suffix Prefix

Plaintiff's Attorney _____ State Bar Number _____ Self-Represented ☐

Check one case type and one sub-type in the same box (if a sub-type applies):

General Civil Cases

Automobile Tort
Civil Appeal
Contempt/Modification/Other
Post-Judgment
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
Contempt
Non-payment of child support,
medical support, or alimony
Dissolution/Divorce/Separate
Maintenance/Alimony
Family Violence Petition
Modification
Custody/Parenting Time/Visitation
Paternity/Legitimation
Support – IV-D
Support – Private (non-IV-D)
Other Domestic Relations

Check if the action is related to another action 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 OCGA § 9-11-7.1.

Is a foreign language or sign-language 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,)	
)	
v.)	Civil Action No. _____
)	
_____)	
)	
Defendant.)	

COMPLAINT FOR DIVORCE

Plaintiff, _____ [Name], comes
before this Court and shows this Court as follows:

1.

Residence requirement (Check only one: a, b, or c)

- ☐ a) Plaintiff is 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 a resident of _____ County, Georgia, and has resided at the _____ military post for at least one year before filing this petition.
- ☐ c) 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 and Service (Check only one: a or b)

- ☐ 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.

3.

Date of marriage (Check only one: a or b)

- ☐ a) Plaintiff and Defendant were lawfully married on _____.
- ☐ b) Plaintiff and Defendant are common law married, having entered into a common law marriage before January 1, 1997 as of _____.

4.

- ☐ The Defendant and I separated on _____ and have remained in a bona fide state of separation since that date.

5.

- ☐ There are _____ minor children born of the marriage.

Name: _____ Age: _____ YOB: _____

Name: _____ Age: _____ YOB: _____

Name: _____ Age: _____ YOB: _____

Name: _____ Age: _____ YOB: _____

6.

Child Custody (Check only one: a, b or c)

- ☐ a) It is in the best interest of the minor children for _____ to have sole legal and physical custody.

- ☐ b) 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 _____ to have primary physical custody.

- ☐ c) Plaintiff and Defendant have agreed that it is in the best interest of the minor children for the parties to have joint legal and physical custody. The physical custody arrangement will be as follows: _____

7.

For the past five years, the children lived at the following addresses with the following persons:

Address	Dates	Lived With

8.

Other Court actions concerning the children (Choose only one: a or b)

☐ a) Plaintiff asserts that ☐ he/ ☐ she has not participated as a party or a witness or in any other capacity in any other litigation concerning the children named above, and knows of no other proceeding concerning the minor children in this or any other state. No person other than the parties to this action has physical custody of the minor children or any claim to custody or visitation with the minor children.

☐ b) The minor children have been involved in the following actions:

(Please tell the Court about the following types of actions: custody, visitation, family violence, protective orders, termination of parental rights, and adoption.)

<u>County/State/Court</u>	<u>Type of Custody Action</u>	<u>Date Filed</u>	<u>Status</u>

9.

Others with a custody claim (Choose only one: a or b)

☐ a) I know of no other person, not a party to this proceeding, who has physical custody of the children 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 children:

Name	Claim
_____	_____
_____	_____
_____	_____

10.

☐ 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).

11.

☐ The parties have entered into a settlement agreement that resolves all issues as to an equitable division of property and debts, as well as alimony and child support.

WHEREFORE, Plaintiff respectfully requests:

- a) That the parties herein be totally divorced;
- b) That the Court adopt and incorporate the parties' settlement agreement into a final judgment and decree in this matter;
- c) That the Plaintiff's/Defendant's name be restored back to former name, _____; Year of Birth _____;
- d) That the Court enter an Order for Child Support;
- e) That the Court award such other and further relief as the it deems equitable and just.

Respectfully submitted this the _____ day of _____, 20_____.

_____,
Plaintiff *pro se* [Sign here]

Plaintiff's Address: _____

Plaintiff's Telephone(s): _____

Defendant's Address: _____

Defendant's Telephone(s): _____

IN THE SUPERIOR COURT OF BULLOCH COUNTY
STATE OF GEORGIA

_____	§	
Plaintiff,	§	
v.	§	Civil Action
	§	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 pro se 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_____.

Clerk of Superior Court, BULLOCH County

IN THE SUPERIOR COURT OF BULLOCH COUNTY
STATE OF GEORGIA

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

VERIFICATION

Personally appeared before me the undersigned who on oath states that the facts set forth in this Complaint are true and correct to the best of his/her knowledge and belief.

Plaintiff *pro se*
[Sign in the presence of a Notary Public]

Sworn to and subscribed before me
this _____ day of _____, 20_____.

Notary Public, State of Georgia

My Commission Expires: _____

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

Both of the above parties, as indicated by their signatures below, waive their right to trial by jury and consent to the hearing and granting of a divorce in this action any time thirty-one (31) days after the filing of the acknowledgement of service or after service has been perfected.

Sworn to and subscribed before me
this _____ day of _____, 20_____.

Sworn to and subscribed before me
this _____ day of _____, 20____.

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IN THE SUPERIOR COURT OF BULLOCH COUNTY
STATE OF GEORGIA

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

ACKNOWLEDGMENT OF SERVICE AND SUMMONS

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

This the _____ day of _____, 20____.

Defendant *pro se*
[Sign in the presence of a Notary Public]

Sworn to and subscribed before me
this _____ day of _____, 20____.

Notary Public, State of Georgia
My Commission Expires: _____

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

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.

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.)	

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: _____ YOB/AGE: _____

Name: _____ YOB/AGE: _____

Name: _____ YOB/AGE: _____

Name: _____ YOB/AGE: _____

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:

SEPARATION

1.

☐ The parties shall continue to live separate and apart and each shall be free from interference, molestation, authority and control, direct or indirect, by the other, as fully as if sole and unmarried, and each may reside at such place or places as he or she may select.

CUSTODY AND VISITATION

2.

☐ The parties agree that the welfare of the child(ren) is of paramount importance and each agrees to foster and encourage a feeling of affection between themselves and the child(ren). Neither party shall do anything to hamper the natural development of the children's love and respect for the other party.

3.

Legal and physical custody (Check only one: a, b, or c)

☐ a) The ☐ Plaintiff/ ☐ Defendant shall have the temporary and permanent legal and physical custody of the minor child (ren) born as issue of the marriage.

☐ b) The Plaintiff and Defendant shall share joint legal custody of the minor child (ren). The parties shall share decision-making concerning the children; however, the ☐ Plaintiff/ ☐ Defendant shall have the right to make the final decision in the event the parties cannot agree.

Primary physical custody of the minor child (ren) shall be with the ☐ Plaintiff/ ☐ Defendant as follows:

Secondary physical custody shall be with the ☐ Plaintiff/ ☐ Defendant as follows:

☐ c) The Plaintiff and Defendant shall share joint legal custody and joint physical custody of the minor child (ren).

Physical custody shall be shared by the parties as follows:

The parties shall share decision making concerning the child (ren); however, in the event the parties cannot decide, the ☐ Plaintiff/ ☐ Defendant shall be the tiebreaker and make the final decision.

4.

Visitation (Choose only one: a or b)

☐ a) The ☐ Plaintiff/ ☐ Defendant shall have the right of visitation with the minor children as follows:

☐ b) The visitation schedule is attached hereto and incorporated herein.

CHILD SUPPORT

Please go to <https://csconlinecalc.georgiacourts.gov/frontend/web/index.php> and complete the Child Support Worksheet. Then print it out and include it in your divorce papers. **Your papers will NOT be accepted for filing without these documents.**

5.

Child support amount

☐ a) The _____ (Plaintiff/Defendant) shall pay to the _____ (Plaintiff/Defendant), as support of the minor child(ren), 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 (20) twenty), marries, dies, or becomes otherwise emancipated. The child support obligation shall be reduced as follows as each child becomes emancipated:

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

☐ b) The issue of child support has already been determined by an Order entered in the Superior Court of _____ County, State of _____, in Civil Action File No.: _____, on the _____ day of _____, 20_____. Pursuant to said Order, the _____ (Plaintiff/Defendant) is currently ordered to pay \$ _____ per month in child support. A copy of this Child Support Order and Addendum is attached as Exhibit _____.

6.

Child support method of payment (Check only one: a, b, c, or d)

☐ a) All payments of child support shall be paid directly to the Plaintiff/Defendant at the following address: _____.

No Income Deduction Order will be entered into at this time. However, when ever, in violation of the terms of this Agreement, there shall have been a failure to make the support payments due hereunder so that the amount unpaid is equal to or greater than the amount payable for one (1) month, the payments required to be made may be collected by the process of continuing garnishment for support. In the event _____ (Plaintiff/Defendant) fails to pay any child support obligation in this Agreement on a timely fashion on any three (3) occasions in any twelve (12) month period, the parties agree that an income deduction order shall then be entered.

☐ b) All payments of child support shall be paid by the employer of the non-custodial parent pursuant to an income deduction order.

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

☐ d) All payments of child support shall be paid pursuant to the existing Child Support Order, which is attached as Exhibit _____.

7.

Health insurance

☐ The _____ (Plaintiff/Defendant) shall maintain a policy of medical, dental, and hospitalization insurance for the benefit of the minor child(ren) for so long as the child support obligation set forth herein exists. Costs not covered under the insurance policy shall be divided between Plaintiff and Defendant as follows: _____.

The _____ (Plaintiff/Defendant) shall provide the _____ (Plaintiff/Defendant) with an insurance identification card or such other acceptable proof of insurance coverage and shall cooperate with the _____ (Plaintiff/Defendant) in submitting claims under the policy.

8.

Alimony (Check only one: a or b)

☐ a) The _____ (Plaintiff/Defendant) shall pay to the _____ (Plaintiff/Defendant) as alimony the sum of \$ _____ per week/month, to be paid beginning on _____ and to continue thereafter until the _____ (Plaintiff/Defendant) remarries or dies.

☐ b) The parties hereby expressly waive alimony for the past, present, and future.

9.

Division of property (Check only one: a, b or c)

- ☐ a) The parties acknowledge that they have no marital property to divide.
- ☐ b) The parties acknowledge that they have previously made a division of their household furniture, furnishings, household goods, equipment, and other such personalty. Neither party shall claim any of the property in the possession of the other as of the date of the signing of this agreement.
- ☐ c) The parties acknowledge that they possess various items of jointly owned property, which shall be divided as follows:

1) To the Plaintiff:

2) To the Defendant:

10.

Division of Debts (Check only one: a or b)

- ☐ a) The parties acknowledge that they have no outstanding joint debts.
- ☐ b) The parties agree to the division of debts as indicated below:

Creditor	Amount	Responsible Party

The responsible party indemnifies and holds harmless the non-responsible party for any collection on these obligations.

11.

Name restoration

- ☐ My former name is _____, and I request that it be restored to me. Year of Birth _____.

12.

Binding Agreement

- ☐ The parties acknowledge that they have entered into this Agreement freely and voluntarily and that it is not the result of any duress or any undue influence.

13.

No Agreements other than this one

- ☐ This Agreement constitutes the entire understanding of the parties. There are no representations, warranties, covenants, or undertaking other than those expressly set forth herein.

14.

Enforceability

- ☐ It is expressly understood that this Agreement does not obligate the parties to continue to live in a state of separation or to proceed with an action for divorce. However, in the event that either party shall bring or maintain an action for dissolution of the marital relationship, this Agreement shall be presented to the Court and incorporated by reference into any judgment or decree concerning the matters provided herein. Notwithstanding such incorporation, this Agreement shall survive and be enforceable independently of the judgment or decree.

IN WITNESS WHEREOF, the parties have signed their names, this _____ day
of _____, 20_____.

Plaintiff

[Sign in the presence of a Notary Public]

Plaintiff's Address: _____

Plaintiff's Telephone(s): _____

Sworn to and subscribed before me
this _____ day of _____, 20_____.

Notary Public

My Commission Expires: _____

Defendant

[Sign in the presence of a Notary Public]

Defendant's Address: _____

Defendant's Telephone(s): _____

Sworn to and subscribed before me
this _____ day of _____, 20_____.

Notary Public

My Commission Expires: _____

VISITATION SCHEDULE

The non-custodial parent is _____.

The custodial parent is _____.

The non-custodial parent shall be entitled to exercise reasonable visitation with the minor child with the following minimum provisions:

- A. On every 1st, 3rd, and 5th Friday at 6:00 p.m. until the following Sunday at 6:00 p.m.;
- B. During even numbered years (2008, 2010, etc.), the non-custodial parent shall have the right of visitation on the holidays delineated below:
 - 1. Martin Luther King’s Birthday
 - 2. Memorial Day
 - 3. Labor Day
 - 4. Thanksgiving
 - 5. Second week of Christmas Vacation from 2:00 p.m. on December 25 until New Year’s Eve.
- C. During odd numbered years (2009, 2011, etc.), the non-custodial parent shall have the right of visitation on the holidays delineated below:
 - 1. New Year’s Day
 - 2. Easter or Spring Break
 - 3. July 4th
 - 4. Halloween
 - 5. First Week of Christmas vacation, including Christmas Day until 2:00 p.m. on December 25.
- D. During even numbered years (2008, 2010, etc.), the custodial parent shall have the minor child on the holidays delineated below:
 - 1. New Year’s Day
 - 2. Easter or Spring Break
 - 3. July 4th
 - 4. Halloween
 - 5. First week of Christmas vacation, including Christmas Day until 2:00 p.m. on December 25.
- E. During odd numbered years (2009, 2011, etc.), the custodial parent shall have the right of visitation on the holidays delineated below:
 - 1. Martin Luther King’s Birthday
 - 2. Memorial Day
 - 3. Labor Day
 - 4. Thanksgiving
 - 5. Second week of Christmas vacation from 2:00 p.m. on December 25 until New Year’s Eve.
- F. The Mother shall have the minor child on Mother’s Day.
- G. The Father shall have the minor child on Father’s Day.
- H. The non-custodial parent shall have the right to visit with the minor child for two consecutive weeks in the summer between June 15 and August 15. During this period, the custodial parent shall have the minor child on the first (1st) weekend from 6:00 p.m. Friday until 6:00 p.m. Sunday. The non-custodial parent shall give the custodial parent a minimum of thirty (30) days written notice of the intent to exercise this visitation.
- I. Holiday visitation shall take precedence over week-end visitation.

)	
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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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 all cases involving permanent custody or custody modification (except when a parent seeks emergency relief for family violence), each parent shall prepare and submit a parenting plan, or the parties may jointly submit a parenting plan, as directed by the Judge.

The parenting plan should be tailored to fit the needs of each individual family but must at a minimum contain the information required by OCGA section 19-9-1 (b) and be presented in substantially the following form:

IN THE SUPERIOR COURT OF BULLOCH COUNTY
STATE OF GEORGIA

_____	*	
Plaintiff	*	
	*	
v.	*	Civil Action File No. _____
	*	
_____	*	
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	Year of Birth & Age

I. Custody and Decision Making:

a. Legal Custody shall be (choose one):

- ☐ With the Plaintiff
- ☐ With the Defendant
- ☐ Joint

b. Primary Physical Custodian

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

Child's Name	Year of Birth & Age	Plaintiff	Defendant	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"/>	<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: _____

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 _____ (Plaintiff/Defendant) shall have the child(ren) for the first period from the day and time school dismisses until December ____, at ____ (AM/PM) 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 Defendant with odd numbered years and Plaintiff 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	Plaintiff	Defendant
Child(ren)'s Birthday(s)		
Plaintiff's Birthday		
Defendant's Birthday		
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: ☐ Plaintiff ☐ Defendant ☐ 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.

Plaintiff's Initials: _____ Defendant'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.

Plaintiff's Initials: _____ Defendant's Initials: _____

3. I recognize that the parent with physical custody will make the day-to-day decisions and emergency decisions while the child is residing with such parent.

Plaintiff's Initials: _____ Defendant's Initials: _____

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

Plaintiff

[Sign in presence of Notary Public]

Sworn to and subscribed before me

This _____ day of _____, 20____.

Notary Public, State of Georgia

My Commission Expires _____.

Defendant

[Sign in presence of Notary Public]

Sworn to and subscribed before me

This _____ day of _____, 20____.

Notary Public, State of Georgia

My Commission Expires _____.

BULLOCH COUNTY SUPERIOR COURT
STATE OF GEORGIA

_____)
 Plaintiff,)
)
 vs.)
)
 _____)
 Defendant.)

Civil Action
 Case Number _____

ORDER

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

SO ORDERED, this _____, 20____.

JUDGE, Superior Court of Bulloch County
Ogeechee Judicial Circuit

In the Superior Court of **BULLOCH** County, Georgia

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

DOMESTIC RELATIONS FINANCIAL AFFIDAVIT OF PLAINTIFF

1. AFFIANT'S NAME: _____ Age _____

Spouse's Name: _____ Age _____

Date of Marriage: _____ Date of Separation _____

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

Name	Year of Birth & Age	Resides with
------	---------------------	--------------

_____	_____
_____	_____
_____	_____

Names and birth dates of affiant's other children:

Name	Year of Birth & Age	Resides with
------	---------------------	--------------

_____	_____
_____	_____
_____	_____

2. SUMMARY OF AFFIANT'S INCOME AND NEEDS

(a) Gross monthly income (from item 3A) \$ _____

(b) Net monthly income (from item 3C) _____

(c) Average monthly expenses (item 5A) \$ _____

Monthly payments to creditors + _____

Total monthly expenses and payments
to creditors (item 5C) _____

(subsections (d) & (e) deleted)

3. A. AFFIANT'S 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.)

Salary or Wages \$ _____
ATTACH COPIES OF 2 MOST RECENT WAGE STATEMENTS

Commissions, Fees, 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 \$ _____
(prior section B deleted)

B. Affiant's Net Monthly Income from employment
(deducting only state and federal taxes and FICA) \$ _____

Affiant's pay period (i.e., weekly, monthly, etc.) _____

Number of exemptions claimed _____

4. ASSETS

(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.).

Description	Value	Separate Asset of the Plaintiff	Separate Asset of the Defendant	<u>Basis of the Claim</u>
Cash	\$ _____	_____	_____	_____
Stocks, bonds	\$ _____	_____	_____	_____
CD's/Money Market Accounts	\$ _____	_____	_____	_____
Bank Accounts (list each account):				
_____	\$ _____	_____	_____	_____
_____	\$ _____	_____	_____	_____
_____	\$ _____	_____	_____	_____
<u>Retirement Pensions, 401K, IRA, or Profit Sharing</u>	\$ _____	_____	_____	_____
Money owed you:	\$ _____	_____	_____	_____
<u>Tax Refund owed you:</u>	\$ _____	_____	_____	_____

Real Estate:

home: \$ _____

debt owed: \$ _____

other: \$ _____

debt owed: \$ _____

Automobiles/Vehicles:

Vehicle 1: \$ _____

debt owed: \$ _____

Vehicle 2: \$ _____

debt owed: \$ _____

Life Insurance

(net cash value): \$ _____

Furniture/furnishings: \$ _____

Jewelry: \$ _____

Collectibles: \$ _____

Other Assets: \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Total Assets: \$ _____

5. A. AVERAGE MONTHLY EXPENSES

HOUSEHOLD

Mortgage or rent payments \$ _____ Cable TV \$ _____

Property taxes \$ _____ Misc. household and grocery
Items \$ _____

Homeowner/Renter Insurance \$ _____ Meals outside the home \$ _____

Electricity \$ _____ Other \$ _____

Water \$ _____ **AUTOMOBILE**

Garbage and Sewer \$ _____ Gasoline and oil \$ _____

Telephone:		Repairs	\$ _____
residential line:	\$ _____	Auto tags and license	\$ _____
cellular telephone:	\$ _____	Insurance	\$ _____
Gas	\$ _____	<u>OTHER VEHICLES</u> (boats, trailers, RVs, etc.)	
		<u>Gasoline and oil</u>	\$ _____
Repairs and maintenance:	\$ _____	<u>Repairs</u>	\$ _____
Lawn Care	\$ _____	<u>Tags and license</u>	\$ _____
Pest Control	\$ _____	<u>Insurance</u>	\$ _____

CHILDREN'S EXPENSES

AFFIANT'S OTHER EXPENSES

Child care <u>(total monthly cost)</u>	\$ _____	Dry cleaning/laundry	\$ _____
School tuition	\$ _____	Clothing	\$ _____
Tutoring	\$ _____	Medical, dental, <u>prescription</u> <u>(out of pocket/uncovered expenses)</u>	\$ _____
Private lessons (e.g., music, dance)	\$ _____	Affiant's gifts (special holidays)	\$ _____
School supplies/expenses	\$ _____	Entertainment	\$ _____
Lunch Money	\$ _____	<u>Recreational Expenses (e.g.,</u> <u>fitness)</u>	\$ _____
<u>Other Educational Expenses (list)</u>		Vacations	\$ _____
_____	\$ _____	Travel Expenses for Visitation	\$ _____
_____	\$ _____	Publications	\$ _____
Allowance	\$ _____	Dues, clubs	\$ _____
Clothing	\$ _____	Religious and charities	\$ _____
Diapers	\$ _____	Pet expenses	\$ _____
Medical, dental, prescription <u>(out of pocket/uncovered expenses)</u>	\$ _____	Alimony paid to former spouse	\$ _____
Grooming, hygiene	\$ _____	Child support paid <u>for other</u> <u>children</u>	\$ _____
Gifts <u>from children to others</u>	\$ _____	<u>Date of initial order:</u>	_____

Entertainment \$ _____ Other (attach sheet) \$ _____

Activities (including extra-curricular,
school, religious, cultural, etc.) \$ _____

Summer Camps \$ _____

OTHER INSURANCE

Health \$ _____
 Child(ren)'s portion: \$ _____

Dental \$ _____
 Child(ren)'s portion: \$ _____

Vision \$ _____
 Child(ren)'s portion: \$ _____

Life \$ _____
 Relationship of Beneficiary: _____

Disability \$ _____

Other(specify): \$ _____

TOTAL ABOVE EXPENSES \$ _____

B. PAYMENTS TO CREDITORS

(please check one)

To Whom:	Balance Due	Monthly Payment	Joint	Plaintiff	Defendant

TOTAL MONTHLY PAYMENTS TO CREDITORS: \$ _____

C. TOTAL MONTHLY EXPENSES: \$_____

This _____ day of _____, 20_____.

Affiant
[Sign in the presence of a 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, Georgia

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

DOMESTIC RELATIONS FINANCIAL AFFIDAVIT OF DEFENDANT

1. AFFIANT'S NAME: _____ Age _____

Spouse's Name: _____ Age _____

Date of Marriage: _____ Date of Separation _____

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

Name	Year of Birth & Age	Resides with
------	---------------------	--------------

_____	_____
_____	_____
_____	_____

Names and birth dates of affiant's other children:

Name	Year of Birth & Age	<u>Resides with</u>
------	---------------------	---------------------

_____	_____
_____	_____
_____	_____

2. SUMMARY OF AFFIANT'S INCOME AND NEEDS

(a) Gross monthly income (from item 3A) \$ _____

(b) Net monthly income (from item 3C) _____

(c) Average monthly expenses (item 5A) \$ _____

Monthly payments to creditors + _____

Total monthly expenses and payments
to creditors (item 5C) _____

(subsections (d) & (e) deleted)

3. A. AFFIANT'S 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.)

Salary or Wages \$ _____
ATTACH COPIES OF 2 MOST RECENT WAGE STATEMENTS

Commissions, Fees, 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 \$ _____
(prior section B deleted)

C. Affiant's Net Monthly Income from employment
(deducting only state and federal taxes and FICA) \$ _____

Affiant's pay period (i.e., weekly, monthly, etc.) _____

Number of exemptions claimed _____

4. ASSETS

(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.).

Description	Value	Separate Asset of the Plaintiff	Separate Asset of the Defendant	<u>Basis of the Claim</u>
Cash	\$ _____	_____	_____	_____
Stocks, bonds	\$ _____	_____	_____	_____
CD's/Money Market Accounts	\$ _____	_____	_____	_____
Bank Accounts (list each account):				
_____	\$ _____	_____	_____	_____
_____	\$ _____	_____	_____	_____
_____	\$ _____	_____	_____	_____
<u>Retirement Pensions, 401K, IRA, or Profit Sharing</u>	\$ _____	_____	_____	_____
Money owed you:	\$ _____	_____	_____	_____
<u>Tax Refund owed you:</u>	\$ _____	_____	_____	_____

Real Estate:

home: \$ _____

debt owed: \$ _____

other: \$ _____

debt owed: \$ _____

Automobiles/Vehicles:

Vehicle 1: \$ _____

debt owed: \$ _____

Vehicle 2: \$ _____

debt owed: \$ _____

Life Insurance

(net cash value): \$ _____

Furniture/furnishings: \$ _____

Jewelry: \$ _____

Collectibles: \$ _____

Other Assets: \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Total Assets: \$ _____

5. A. AVERAGE MONTHLY EXPENSES

HOUSEHOLD

Mortgage or rent payments \$ _____ Cable TV \$ _____

Property taxes \$ _____ Misc. household and grocery
Items \$ _____

Homeowner/Renter Insurance \$ _____ Meals outside the home \$ _____

Electricity \$ _____ Other \$ _____

Water \$ _____ **AUTOMOBILE**

Garbage and Sewer \$ _____ Gasoline and oil \$ _____

Telephone:		Repairs	\$ _____
<u>residential line:</u>	\$ _____	Auto tags and license	\$ _____
<u>cellular telephone:</u>	\$ _____	Insurance	\$ _____
Gas	\$ _____	<u>OTHER VEHICLES</u>	
		<u>(boats, trailers, RVs, etc.)</u>	
Repairs and maintenance:	\$ _____	Gasoline and oil	\$ _____
Lawn Care	\$ _____	Repairs	\$ _____
Pest Control	\$ _____	Tags and license	\$ _____
		Insurance	\$ _____

CHILDREN'S EXPENSES

AFFIANT'S OTHER EXPENSES

Child care <u>(total monthly cost)</u>	\$ _____	Dry cleaning/laundry	\$ _____
School tuition	\$ _____	Clothing	\$ _____
Tutoring	\$ _____	Medical, dental, <u>prescription</u> <u>(out of pocket/uncovered expenses)</u>	\$ _____
Private lessons (e.g., music, dance)	\$ _____	Affiant's gifts (special holidays)	\$ _____
School supplies/expenses	\$ _____	Entertainment	\$ _____
Lunch Money	\$ _____	<u>Recreational Expenses (e.g.,</u> <u>fitness)</u>	\$ _____
<u>Other Educational Expenses (list)</u>		Vacations	\$ _____
_____	\$ _____	Travel Expenses for Visitation	\$ _____
_____	\$ _____	Publications	\$ _____
Allowance	\$ _____	Dues, clubs	\$ _____
Clothing	\$ _____	Religious and charities	\$ _____
Diapers	\$ _____	<u>Pet expenses</u>	\$ _____
Medical, dental, prescription <u>(out of pocket/uncovered expenses)</u>	\$ _____	Alimony paid to former spouse	\$ _____
Grooming, hygiene	\$ _____	Child support paid <u>for other</u> <u>children</u>	\$ _____
Gifts <u>from children to others</u>	\$ _____	<u>Date of initial order:</u>	_____

Entertainment \$ _____ Other (attach sheet) \$ _____

Activities (including extra-curricular,
school, religious, cultural, etc.) \$ _____

Summer Camps \$ _____

OTHER INSURANCE

Health \$ _____
 Child(ren)'s portion: \$ _____

Dental \$ _____
 Child(ren)'s portion: \$ _____

Vision \$ _____
 Child(ren)'s portion: \$ _____

Life \$ _____
 Relationship of Beneficiary: _____

Disability \$ _____

Other(specify): \$ _____

TOTAL ABOVE EXPENSES \$ _____

B. PAYMENTS TO CREDITORS

(please check one)

To Whom:	Balance Due	Monthly Payment	Joint	Plaintiff	Defendant

TOTAL MONTHLY PAYMENTS TO CREDITORS: \$ _____

D. TOTAL MONTHLY EXPENSES: \$ _____

This _____ day of _____, 20_____.

Affiant
[Sign in the presence of a 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,)	
)	
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.)	

FINAL JUDGMENT AND DIVORCE DECREE
WITH MINOR CHILDREN

The above-styled case came before the Court for a final hearing on _____, 20____. The Plaintiff appeared pro se. The Defendant ☐ also appeared [OR] ☐ did not appear.

Upon consideration of this case, and 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.

Plaintiff and Defendant 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 parties ☐ did not sign a settlement agreement OR ☐ the settlement agreement signed by both parties and filed on _____, 20____ is hereby incorporated and made part of this final decree of divorce.

The Plaintiff or Defendant (circle one) ☐ requests a name change and the Court restores the prior maiden name, to wit: _____
year of birth _____ OR the Plaintiff or Defendant ☐ does not request a name change.

THE COURT HEREBY FINDS THAT the parties have _____ minor child(ren) together as issue of this marriage, who are listed below:

Child	Birth Year

THE COURT HEREBY ORDERS THE FOLLOWING:

1. CUSTODY

☐ (a) The _____ shall have sole temporary and permanent custody of the child/children.

☐ (b) The _____ shall have primary physical custody of the minor child/children and the parties shall share joint legal custody. The parties shall consult one another on all issues touching upon the health, medical and dental care, education (religious and secular), vacations, travel, summer activities, upbringing, and welfare of said minor children. However, where the parties cannot agree, the _____ shall be the ultimate decision maker. The parties will use their best efforts to insure that each parent is advised and informed regarding the progress and development of the parties' children.

☐ (c) The parties shall have joint legal and joint physical custody of the minor child/children. The parties shall consult one another on all issues touching upon the health, medical and dental care, education (religious and secular), vacations, travel, summer activities, upbringing, and welfare of said minor children. However, where the parties cannot agree, the _____ shall be the ultimate decision maker. The parties will use their best efforts to insure that each parent is advised and informed regarding the progress and development of the parties' children.

2. VISITATION

☐ (a) The _____ shall have the right of reasonable visitation with the minor children, at any time by mutual consent of the parties. However, if the parties cannot agree then the following provisions apply: See attached "Exhibit A" the standard circuit visitation schedule.

☐ (b) No visitation is ordered at this time.

☐ (c) The parties shall visit as agreed upon in their incorporated settlement agreement.

☐ (d) The _____ shall have visitation with the minor children as follows:

3. OTHER PARENTAL RIGHTS

☐ (a) None of the parental rights listed below in (b) through (c) are ordered at this time.

☐ (b) Addresses and Telephone Numbers: The parties shall provide each other with their current home address and telephone number, as well as any other telephone number to call in case of emergency; they shall also notify each other of any change in the address or telephone number at least 15 days prior to the change.

☐ (c) Telephone Communication: When the child/children are with the other parent, that parent with whom the children are not with shall have open and reasonable rights of telephonic communication with said child at all times within the bounds of good taste and common sense considering the age of the child.

4. CHILD SUPPORT

☐ (a) This issue is not addressed in this Final Judgment, either because the Court lacks personal jurisdiction over the Defendant, or because the parties have not asked the Court to decide the issue of child support.

☐ (b) A previously entered Child Support Order in Case No _____ shall hereby be incorporated and made part of this final decree.

☐ (c) The (Plaintiff or Defendant) _____ shall pay to (Plaintiff or Defendant) _____, for the support of the minor child(ren) the sum of _____ (dollars) (\$_____) weekly/bi-weekly or monthly (circle one) beginning on _____, 20____. Said child support shall continue monthly thereafter until each child reached the age of 18, dies, marries or otherwise become emancipated; except that if a child becomes 18 years old while enrolled in and attending high school on a full time basis, then child support shall continue until the child graduates or reached the age of 20, whichever occurs first. Said payments shall be paid ☐ through the _____ County Clerk of Court along with any and all statutory handling fees OR ☐ directly to the _____ at their home address.

5. HEALTH INSURANCE FOR CHILDREN

☐ (a) This issue is not addressed in this Final Judgment, either because the Court lacks personal jurisdiction over the Defendant, or because the parties have not asked the Court to decide this issue.

☐ (b) The (Plaintiff or Defendant) _____ shall maintain health insurance on the minor child/children. The parties shall split all uncovered health costs 50/50.

6. ALIMONY

☐ (a) This issue is not addressed in this Final Judgment, either because the Court lacks personal jurisdiction over the Defendant, or because the parties have not asked the Court to decide this issue.

☐ (b) The (Plaintiff or Defendant) _____ shall pay to the (Plaintiff or Defendant) _____ as alimony, the sum of _____ Dollars (\$_____) per month, beginning on _____ and

continuing monthly thereafter until ☐ (1) the recipient dies or remarries OR ☐ (2) for a period of _____.

☐ (c) Neither party is entitled to alimony.

7. PROPERTY DIVISION

☐ (a) This issue is not addressed in this Final Judgment, either because the Court lacks personal jurisdiction over the Defendant, or because the parties have not asked the Court to decide this issue.

☐ (b) The parties have already made a division of all marital property, including any real estate, vehicles, household furniture, furnishings, household goods, equipment, bank accounts, and other personal property.

☐ (c) The parties possess various items of marital property, which shall be divided as provided in this Final Judgment. The parties shall transfer possession and title, if necessary, to their property as follows:

PLAINTIFF	DEFENDANT

Said property shall be transferred to the party listed above, by or before _____, 20____.

8. DEBT

☐ (a) The parties have no outstanding joint marital debt.

☐ (b) The parties division of debt shall be as agreed upon in their incorporated settlement agreement.

☐ (c) The responsibility for payments of the parties' joint and marital debts shall be as follows:

Creditor	Amount	Responsible Party

The responsible party listed above for each debt shall indemnify and hold the other party harmless for any collections on that debt.

9. OTHER SPECIAL PROVISIONS

Both parties are hereby enjoined and restrained from molesting or harassing the other party.

SO ORDERED, this _____ day of _____, 20____.

JUDGE, Superior Court of Bulloch County
Ogeechee Judicial Circuit

PLEASE PRINT OR TYPE ALL INFORMATION LEGIBLY AND CORRECTLY BELOW.

REQUIRED INFORMATION

CIVIL ACTION NUMBER		DATE DECREE GRANTED (MONTH, DAY, YEAR)		COUNTY DECREE GRANTED
FIRST NAME OF PARTY 1	MIDDLE NAME	LAST NAME		LAST NAME AT BIRTH
DATE OF BIRTH (MONTH, DAY, YEAR)		COUNTY OF RESIDENCE		NUMBER OF THIS MARRIAGE (FIRST, SECOND, ETC.)
FIRST NAME OF PARTY 2	MIDDLE NAME	LAST NAME		LAST NAME AT BIRTH
DATE OF BIRTH (MONTH, DAY, YEAR)		COUNTY OF RESIDENCE		NUMBER OF THIS MARRIAGE (FIRST, SECOND, ETC.)
SPECIFY GROUNDS FOR DIVORCE (19-5-3, OCGA)			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.

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 (the individual completing the form).
4. Provide the attorneys' names and State 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. If this box is checked, then the Non-Trial Disposition box must also be checked. 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 _____ State Bar Number _____ Self-Represented ☐

Defendant's Attorney _____ State Bar Number _____ Self-Represented ☐

Manner of Disposition Check Only One

Jury Trial

Bench/Non-Jury Trial

Non-Trial Disposition, such as:
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.

Check if the case was referred/ordered to a court-annexed alternative dispute resolution process.

**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.*

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

This the _____ day of _____, 20_____.

Signature () *Plaintiff* () *Defendant*