

**IN THE MAGISTRATE COURT OF DECATUR COUNTY
STATE OF GEORGIA**

PLAINTIFF)	CASE NO. _____
)	
)	
vs.)	
)	
DEFENDANT)	

NOTICE AND SUMMONS

TO: _____

You are hereby notified that the above-named plaintiff has made a claim and is requesting judgment against you in the sum of \$_____ as shown in the foregoing Statement of Claim/Complaint. YOU ARE REQUIRED TO FILE OR PRESENT AN ANSWER TO THIS CLAIM WITHIN 30 DAYS AFTER SERVICE OF THIS CLAIM UPON YOU. IF YOU DO NOT ANSWER, JUDGMENT BY DEFAULT WILL BE ENTERED AGAINST YOU. YOUR ANSWER MAY BE FILED IN WRITING OR MAY BE GIVEN ORALLY TO THE JUDGE, BUT ONLY IN OPEN COURT IN PERSON WITHIN THE 30 DAY PERIOD. NO TELEPHONE ANSWERS ARE PERMITTED.

The court will hold a hearing upon this claim at the Courthouse of the Decatur County Jail and Sheriff's Office, 912 Spring Creek Road, Bainbridge, Georgia, 39817, at a time to be set after your answer is filed. You may come with or without an attorney. If you have witnesses, books, receipts, or other writings bearing on this claim, you should bring them with you at the time of the hearing. If you wish to have witnesses subpoenaed, see the court at once for assistance. If you have a claim against the plaintiff, you should notify the court and file a written answer and counterclaim immediately. If you admit the claim but desire additional time to pay, you must come to the hearing in person and state the circumstances to the court.

Filed this _____ day of _____, 20_____.

Magistrate or Deputy Clerk, _____ County, Georgia