

**IN THE CIVIL COURT OF RICHMOND COUNTY
STATE OF GEORGIA**

Case No. _____

Plaintiff:

Name _____

Street _____

City _____ State _____ Zip Code _____

E-mail Address _____

Phone # _____ Bar Number _____

vs.

Defendant:

Name _____

Street Address _____

City _____ State _____ Zip Code _____

Garnishee:

Name _____

Street _____

City _____ State _____ Zip Code _____

GARNISHMENT

**Civil Court of Richmond County, Georgia
735 James Brown Blvd., Suite 1400
Augusta, Georgia 30901
706-821-2370**

SUMMONS OF GARNISHMENT ON A FINANCIAL INSTITUTION

DO NOT USE THIS FORM IF THIS IS A CONTINUING GARNISHMENT

**(SEE O.C.G.A. §§ 18-4-72 and 18-4-78) OR CONTINUING GARNISHMENT FOR
CHILD SUPPORT OR ALIMONY (SEE O.C.G.A. §§ 18-4-73 and 18-4-80).**

- Check this box if other allegations are made against a nonjudgment Defendant pursuant to O.C.G.A. 18-4-23.**
- Check this box if this is a garnishment for child support or alimony**

TO THE ABOVE-NAMED GARNISHEE:

Total amount claimed due by the Plaintiff \$ _____

Plus court costs due on this summons \$ _____

Total garnishment claim \$ _____

COURT OF JUDGMENT _____

JUDGMENT CASE NO. _____

YOU ARE HEREBY COMMANDED to immediately hold all money, including wages, and other property, except what is known to be exempt, including property in safe-deposit boxes or similar property that you hold, belonging to the Defendant named above beginning on the day of service of this summons and including the next five days. You are **FURTHER COMMANDED** to file your answer, in writing, not sooner than five days and not later than 15 days after the date you were served with this summons, with the Clerk of this Court and serve a copy of your answer upon the Plaintiff or Plaintiff's Attorney named above and the Defendant named above, or the Defendant's Attorney, if known, at the time of making such answer. Your answer shall state what money, including wages, or other property, except what is known to be exempt, belonging to the Defendant you hold beginning on the day of service of this summons and including the next five days. Money, including wages, or other property admitted in an answer to be subject to garnishment must be paid or delivered to the Court concurrently with your answer

If, in answering this summons, you state that the property of the Defendant includes property in a safe-deposit box or similar property, you shall answer to the Court issuing this summons as to the existence of such safe-deposit box or similar property and shall restrict access to any contents of such safe-deposit box or similar property until further order of such Court regarding the disposition of such contents or 120 days from the date of filing your answer to this summons unless such time has been extended by the Court, whichever is sooner.

Should you fail to file a Garnishee Answer as required by this summons, a judgment by default will be rendered against you for the amount remaining due on the judgment as shown in the Plaintiff's Affidavit of Garnishment.

WITNESS, the Honorable Carletta Sims Brown, Chief Judge of said Court

This ____ day of _____, 20_____.

_____, Clerk of Court

By: _____

Deputy Clerk of the Civil Court
Richmond County, Georgia