

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,)
Plaintiff)
)
)
v.) Civil Action 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.

This ____ day of _____, 20____.

CLERK Superior Courts

Presented by:

Plaintiff *pro se* [Sign here]

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

	)	
Plaintiff	)	
	)	
	)	
v.	)	Civil Action 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,
judgment 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

_____, County

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

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

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

Personally appeared _____, 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: _____

Plaintiff *pro se*

[Sign in the presence of a Notary Public]

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

Notary Public

SUPERIOR COURT OF EFFINGHAM
PARTIES INFORMATION SHEET
TO BE FILED WITH COMPLAINT/PETITION

Plaintiff's Contact Information:

Plaintiff's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone Number: _____

Cell Phone Number: _____

Email Address: _____

Defendant's Contact Information:

Defendant's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone Number: _____

Cell Phone Number: _____

Email Address: _____