

IMPORTANT INSTRUCTIONS TO THE GARNISHEE

1. This is a legal summons. You are required to file an answer to it.
2. Your answer cannot be filed sooner than thirty(30) days after the service of Summons of Garnishment, and no later than forty-five(45) days after the date of service of Summons of Garnishment.
3. An answer may be filed immediately if:
(A) you are a bank or financial institution and do not have an active account or other assets of the defendant.
(B) you are not the holder of assets that might be subject to this garnishment.
4. If you are not familiar with Georgia Law applying in garnishment actions, consult your attorney, or otherwise obtain correct information before releasing any funds or assets you may be holding.
5. A letter is not a legal answer, even though you may not be holding any funds or assets.
6. File your answer at State Court of Fulton County, 185 Central Ave. SW, #TG900, Atlanta GA 30303.
7. Plaintiff or their counsel is the only one who can authorize the Court to issue a release and relieve you of filing an answer to this Summons. Do not release any funds or assets unless you receive an official, sealed release from the Court.
8. Failure to properly file an answer may result in a default judgment being entered against you for the amount claimed by plaintiff against defendant.

Garnishment Case Number _____
(including Judge Code)

ANSWER OF GARNISHEE

1. At the time of service or from the time of service to the time of this answer, garnishee had in their possession the following described property of defendant:

2. At the time of service or from the time of service to the time of this answer, defendant placed with garnishment the following described property: _____
3. \$ _____ is the amount of money subject to this Summons of Garnishment.
\$ _____ is claimed by garnishee as debts owed to them, reasonable set-offs, or administrative fees.
\$ _____ is the amount being paid into the registry of the Court.
4. Garnishee further states:

Answer submitted by: _____

Official Title: _____

CERTIFICATE OF SERVICE

This is to certify that I have this day served plaintiff or their attorney in this garnishment action with a copy of this answer by depositing same in the United States Mail, in a properly addressed envelope with adequate postage.

This _____ day of _____, _____.

Signed _____