

**SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA**

In Re: Application of

**For Appointment as
Permanent Process Server
Pursuant to O.C.G.A. § 9-11-4(c)**

Affidavit of Process Server

Personally appeared before the undersigned officer duly authorized to administer oaths in the State of Georgia, _____, who having been duly sworn, deposes and states as follows:

I, _____, am a Georgia Certified Process Server per the O.C.G.A. 9-11-4.1 and being assigned #CPS_____ with certification through _____, 20____, which requires that I am over eighteen (18) years of age, am a citizen of the United States of America, and not a convicted felon, among other criteria. Further, I am in compliance with O.C.G.A. § 9-11-4(c), and fully agree herewith not to serve process in any case to which there is any interest to me in the outcome thereof, or familial relationship to any party thereof.

This affidavit is given voluntarily in support of the Motion for Appointment as Permanent Process Server filed concurrently into this action with this Court.

Affiant further sayeth not.

This the _____ day of _____, 20____.

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

Name:
Address, Email and Phone:

GA Notary Public signature and seal

SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

In Re: Application of

**For Appointment as
Permanent Process Server
Pursuant to O.C.G.A. § 9-11-4(c)**

Motion for Appointment as Permanent Process Server

Comes now, _____ (Applicant), and files this Motion for Appointment as Permanent Process Server, pursuant to O.C.G.A. § 9-11-4(c), and hereby petitions this Court authorizing me to serve summons, complaints, and other process in all actions within the jurisdiction of this Court and Judicial Circuit, and until further order of this court. In support, I have been Certified in compliance with O.C.G.A. 9-11-4.1 and assigned Certified Process Server Identification #CPS_____, until _____, 20____ by the Georgia Sheriffs' Association which also requires that I am a United States of America citizen, and am at least eighteen (18) years old. I agree on the attached Affidavit of Process Server not to serve process in any case to which there is any interest to me in the outcome thereof, or familial relationship to any party thereof.

This _____ day of _____, 20_____.

Name:
Address:

Phone:
Email:

SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

In Re: Application of

**For Appointment as
Permanent Process Server
Pursuant to O.C.G.A. § 9-11-4(c)**

Order Appointing Permanent Process Server

The foregoing Motion and Affidavit having been read and considered, it is hereby
Ordered that _____ be appointed as permanent
process server for the all Courts of the _____ Judicial Circuit pursuant to
O.C.G.A. § 9-11-4(c).

The appointment shall be effective from the date of this Order to the date of
expiration of the Applicant's certification as a process server through the Georgia
Administrative Office of the Courts, which is _____, 20____, unless
extended by renewal of said certification, or revoked for cause shown.

So Ordered, this _____ day of _____, 20_____.

Honorable Judge

CC: