

MEMORANDUM

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AUG - 1 2014

JACQUILINE D. WILLS
Clerk Magistrate Court
Clayton County, Georgia

From: Chief Judge Wanda L. Dallas
Clayton County Magistrate Court



Date: August 1, 2014

Re: Access to List of Superior Court Approved Process Servers

Effective August 1, 2014, and pursuant to O.C.G.A. Section 15-10-43, persons litigating in the Magistrate Court of Clayton County are permitted to use the process servers from the list approved by the Superior Court of Clayton County without getting an individual order to approve the process server. This should permit documents to be served more efficiently.

In order to use a process server from the list, **the litigant must first make 2 attempts to have the document served through the Sheriff's Office of Clayton County.** After both attempts have failed to result in service of process, the process server chosen from the Superior Court list may attempt service and submit the affidavit of service to the Court.