

**SUMMONS OF SUIT**

Case No. \_\_\_\_\_  
**MUNICIPAL COURT  
OF COLUMBUS, GEORGIA**

Plaintiff

Address & Phone Number

**VERSUS**

Defendant

Address

Plaintiff's Attorney / Address / Phone

PRINCIPAL \_\_\_\_\_

INTEREST \_\_\_\_\_

ATTORNEY FEE \_\_\_\_\_

PLUS COURT COST \_\_\_\_\_

ORIGINAL FILED IN OFFICE

\_\_\_\_\_, 20\_\_\_\_

Steven D. Smith, Judge

Reginald Thompson, Clerk

Deputy Marshal, Municipal Court of Columbus, Georgia

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

I certify that I have this date served the defendant \_\_\_\_\_ an officer or agent of said corporation, with a copy of the within summons and complaint by handling the same to \_\_\_\_\_

**GEORGIA, MUSCOGEE COUNTY:**

Deputy Marshal, Municipal Court of Columbus, Georgia

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

of abode with \_\_\_\_\_, a person \_\_\_\_\_ of suitable age and discretion then residing therein.

I certify that I have this date served the defendant \_\_\_\_\_ with a copy of the within summons and complaint by leaving the same at said defendant's dwelling house and/or usual place

**GEORGIA, MUSCOGEE COUNTY:**

Deputy Marshal, Municipal Court of Columbus, Georgia

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

I certify that I have this date served the defendant \_\_\_\_\_ personally with a copy of the within summons and complaint.

**GEORGIA, MUSCOGEE COUNTY:**

**STATE OF GEORGIA, MUSCOGEE COUNTY  
MUNICIPAL COURT OF COLUMBUS, GEORGIA**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Plaintiff**

**VERSUS**

**SUMMONS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Defendant**

**TO THE ABOVE NAMED DEFENDANT:**

You are hereby notified that a legal action has been filed against you in this Court demanding relief as shown on the document delivered to you with this summons. You are hereby summoned and required to file with the

Clerk of said Court and serve a copy upon \_\_\_\_\_

Plaintiff's attorney, whose address is \_\_\_\_\_  
an answer to the complaint which is herewith served upon you, within thirty (30) days after service of this summons upon you, exclusive of the day of service. IF YOU FAIL TO DO SO, JUDGEMENT BY DEFAULT WILL BE TAKEN AGAINST YOU FOR THE RELIEF DEMANDED IN THE COMPLAINT.

**\*IMPORTANT NOTICE**

**IF YOU ANSWER THIS ACTION THE ORIGINAL MUST BE FILED WITH THE CLERK OF THE MUNICIPAL COURT AND A COPY OF THE ANSWER MUST BE SERVED ON THE PLAINTIFF OR PLAINTIFF'S ATTORNEY. PLAINTIFF'S COPY OF YOUR ANSWER SHOULD BE MAILED TO THE ADDRESS OF THE PLAINTIFF OR PLAINTIFF'S ATTORNEY.**

**Reginald Thompson  
Clerk of Municipal Court of Columbus, Georgia**

DATE \_\_\_\_\_ BY \_\_\_\_\_ Deputy Clerk

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**GEORGIA, MUSCOGEE COUNTY:**

The within case being in default, I find for the Plaintiff the sum of \$ \_\_\_\_\_ Dollars as Principal, \$ \_\_\_\_\_ Dollars as interest and \$ \_\_\_\_\_ Dollars as attorney's fees, and cost of court.

Whereupon, it is ordered and adjudged that the Plaintiff \_\_\_\_\_

do have and recover of the Defendant \_\_\_\_\_ the sum of \$ \_\_\_\_\_ Dollars as principal, \$ \_\_\_\_\_ Dollars as interest to date and \$ \_\_\_\_\_ Dollars as attorney's fees; together with future interest as the rate of \_\_\_\_\_ per cent per annum, and all cost to be taxed by the clerk.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Judge, Municipal Court of Columbus, Georgia

IN THE MUNICIPAL COURT OF COLUMBUS  
STATE OF GEORGIA

\_\_\_\_\_  
Plaintiff

Civil Action: \_\_\_\_\_

Vs.

\_\_\_\_\_  
Defendant

COMPLAINT

Now comes \_\_\_\_\_, plaintiff in the above styled action  
and states this complaint as follows:

1. The defendant is \_\_\_\_\_, who is a residence / business of  
\_\_\_\_\_ city of \_\_\_\_\_,  
\_\_\_\_\_ County, Georgia, and is subject to the jurisdiction of this court.
2. A short and plain statement of claim sued upon as shown on reverse side.
3. Statement of damages attached as exhibit, if applicable.

WHEREFORE, plaintiff demands judgment against defendant for the sum of  
\$ \_\_\_\_\_ with the legal rate of interest at the time of judgment plus court cost.

\_\_\_\_\_  
Plaintiff / Attorney

Address or Email Address:  
\_\_\_\_\_  
\_\_\_\_\_

Telephone # \_\_\_\_\_

PLAINTIFF WILL ACCEPT NOTICE AT THE ABOVE ADDRESS OR EMAIL ADDRESS AS TO ALL  
FURTHER PROCEEDINGS. \_\_\_\_\_  
(INITIAL)

## **STATEMENT OF CLAIM**

State why you are suing the defendant and why they owe the money, etc.

**STATE OF GEORGIA:**  
**COUNTY OF MUSCOGEE:**

\_\_\_\_\_, being first duly sworn under oath, says the foregoing is a just and true statement of the amount owing of defendant to the plaintiff, exclusive of all setoffs and just grounds of defense.

\_\_\_\_\_  
Attorney/Plaintiff