

JUV-4 Summons and Process

**IN THE JUVENILE COURT OF
MUSCOGEE COUNTY, GEORGIA**

In the Interest of:

A juvenile.

Case Number: _____
Sex: _____ **DOB:** _____ **Age:** _____

SUMMONS AND PROCESS

To: Name (Juvenile): _____ and Name (Custodian): _____
Address: _____ Address: _____

City, State, Zip Code City, State, Zip Code

A Petition has been filed in this Court concerning the above-named juvenile. A copy of that Petition is attached to this Summons.

This is a Summons requiring you to be in court. If you fail to come to court as required you may be held in contempt of court and punished accordingly.

NOW THEREFORE, you, the juvenile named above, are commanded to be and appear on the date and time stated below, and to remain in attendance from hour to hour, day to day, month to month, year to year, and time to time, as said case may be continued, and until discharged by the court, and you are commanded to lay any and all business aside and to be and appear before the Juvenile Court of Muscogee County, Georgia, located at 100 10th Street, East Wing, 1st Floor on **the _____ day of _____, 20____ at _____ o'clock __.M.**, and you, the said parent, guardian or legal custodian named above, are likewise hereby commanded to be and appear with the aforesaid juvenile in said court at the time and place above stated, each of you then and there to make defense thereto and to show cause why the said juvenile and all parties named herein should not be dealt with according to the provisions of the law.

WITNESS, the Honorable _____, Judge of said Court, this the ____ day of _____, 20____.

Clerk/Deputy Clerk
Juvenile Court of Muscogee County, Georgia

READ CAREFULLY

- This Summons requires you to be present at a formal hearing in the Juvenile Court. You must **DRESS APPROPRIATELY** for Court and **BE ON TIME**. **NO CELL PHONES** are allowed in the courtroom.
- The juvenile and other parties involved have the right to be represented by a lawyer at all stages of these proceedings. If you want a lawyer, you may choose and hire your own lawyer. If you want to hire a lawyer, please contact your lawyer immediately.
- If you want a lawyer but are not able to hire a lawyer without undue financial hardship, you may ask for a lawyer to be appointed to represent you.
- After consideration of your financial circumstances, if the Court finds you to be financially *unable* to hire a lawyer, then a lawyer will be appointed to represent you. You must let the Court, a court officer, and/or DJJ know immediately if you want a lawyer for your case.
- If you need an interpreter or special assistance for Court, please call the Clerk at 706-653-4290 48 hours prior to your Court date. *Si usted necesita un intérprete o la ayuda especial en la corte, por favor de llamar al 706-653-4290 48 horas antes de su cita la corte.*

PROOF OF PERSONAL SERVICE

I, the undersigned officer, hereby certify that on the ____ day of _____, 20____, I personally served a true copy of the Summons and Process and a true copy of the attached Petition on

_____.

Authorized Signature

Badge #

PROOF OF SERVICE

I, the undersigned officer, hereby certify that on the ____ day of _____, 20____, I personally served a true copy of the Summons and Process and a true copy of the attached Petition on _____ by delivering to and leaving the same with _____.

Authorized Signature

Badge #

RETURN OF NO SERVICE

I, the undersigned officer, after making diligent search, was unable to find the persons within named, to wit: _____, within the jurisdiction of this Court, and service of Summons and Process upon said person was therefore not made.

This the ____ day of _____, 20__.

Authorized Signature

Badge #

ORDER TO TAKE JUVENILE INTO IMMEDIATE CUSTODY

It appearing to the Court, from the allegations of the sworn Petition and otherwise, that the general welfare and safety of the within named juvenile, _____, requires that the custody of the juvenile be immediately assumed.

IT IS HEREBY ORDERED that the officer serving this Summons and Process shall at once take said juvenile into immediate custody and deliver said juvenile without delay to _____, to be held there pending further Order of this Court or its authority.

SO ORDERED, this the _____ day of _____, 20____.

Judge/Associate Judge Muscogee County Juvenile Court, Georgia

**RETURN OF OFFICER TAKING JUVENILE
INTO IMMEDIATE CUSTODY**

Pursuant to the Order of this Court, I did, on the _____ day of _____, 20____, take the within named juvenile, _____, into custody and delivered the juvenile to:

Authorized Signature

Badge #