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IN THE SUPERIOR COURT OF HOUSTON COUNTY  
STATE OF GEORGIA

\_\_\_\_\_  
Plaintiff

FIELD IN OFFICE, SUPERIOR COURT OF  
HOUSTON COUNTY

vs.

MAR 19 2025

\_\_\_\_\_  
Defendant

*Shelby Pope*  
**STANDING ORDER:**

*SR*  
DEPUTY CLERK

**DOMESTIC RELATIONS ACTIONS**

Pursuant to O.C.G.A. 19-1-1(b) and Uniform Superior Court Rule 24, this Standing Order binds the parties in the above styled action, their agents, employees and all other persons acting in concert with such parties on whom this Order is served or who have actual notice of same.

Each party is hereby prohibited from doing any of the following:

- (a) doing, attempting to do, or threatening to do any act injuring, maltreating, vilifying, molesting, or harassing the other party or the child(ren) of the parties, or following, placing under surveillance, or contacting the other party or child(ren) of the parties without their consent for the purpose of harassing and intimidating the other party or child(ren) of the parties;
- (b) causing or permitting the minor child(ren) of the parties to be removed from the jurisdiction of this Court without written permission from the other party;
- (c) selling, encumbering, trading, contracting to sell, or otherwise disposing or removing from the jurisdiction of the Court any of the property belonging to one or both of the parties, except in the ordinary course of business.
- (d) diminishing or otherwise altering any asset of the parties (with the exception of monthly income). Before any diminution or alteration of an asset may occur (excluding monthly income), the parties must obtain Court approval. Each party is authorized to serve the holder of any such assets with this Order, whereupon such holder shall be bound.

The Court further orders all parties to complete and file a **Financial Affidavit** and, if applicable, a **Child Support Worksheet and supporting schedules**<sup>1</sup>, per O.C.G.A. 19-6-15 and Uniform Superior Court Rule 24.2, as amended. These filings are to be within the times required

<sup>1</sup>houstoncountyga.gov/government/superior-court-judge.cms

by Rule 24.2, and are to be amended for accuracy prior to any hearing. Only the worksheet and schedules promulgated by the Georgia Child Support Commission will be accepted for service in this circuit. Self-represented litigants needing assistance may consult the Houston Superior Court Website (pro se help section).<sup>2</sup>

The party petitioning the Court in a child support matter shall be required to serve upon the other party the notice appropriate. Service of same shall be made as required by Rule 24.2.

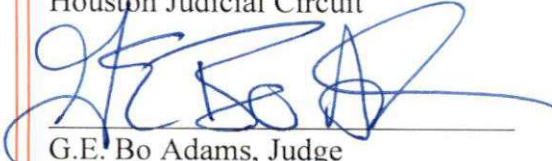
Any party who intends to submit a proposed worksheet and the accompanying schedules to the Court electronically shall do so in accordance with Rule 24.2, as amended, and shall provide the opposing party a copy of the submission, either electronically or by printed copy. These submissions are to be made in a timely manner, as per Rule 24.2. Submissions to the Court - whether electronically, by USB or by printed copy- **DO NOT** satisfy the requirement of filing with the Clerk of Court.

The parties are hereby ordered to attend and complete a court-approved parenting seminar for divorcing parents, and file with the Clerk of Court his/her Certificate certifying completion of same. The Court further orders that other matters concerning disposition of this case, including but not limited to discovery deadlines, mediation, submission of domestic pre-trial orders and the scheduling of hearings and the trial will be addressed through a Scheduling Order, unless otherwise ordered by the Court.

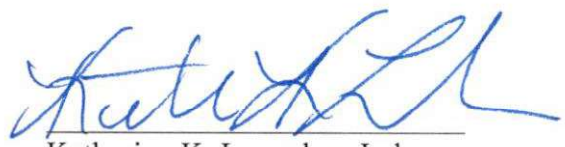
**SO ORDERED**, this 19<sup>th</sup> day of March, 2025.



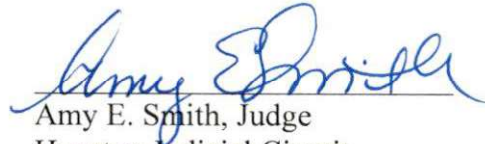
Edward D. Lukemire, Chief Judge  
Houston Judicial Circuit



G.E. Bo Adams, Judge  
Houston Judicial Circuit



Katherine K. Lumsden, Judge  
Houston Judicial Circuit



Amy E. Smith, Judge  
Houston Judicial Circuit

<sup>2</sup>csc.georgiacourts.gov