

PATERNITY PACKET

What does "paternity" mean?

Paternity is a legal word for "fatherhood". When you establish paternity, this means that you have gone through a legal process to identify a man as the biological father of a child.

How may the paternity of a child be established?

Paternity of child can be established in the following ways:

- (1) The mother and father can sign a voluntary acknowledgment of paternity. This acknowledgment form is recorded in the putative father registry maintained by the Department of Human Resources. For more information about the Georgia Paternity Acknowledgement Program, call 1-866-296-8262.
- (2) The mother or the father or any other person allowed by law to start a paternity action may file a petition in the Superior Court or the State Court to establish paternity.
- (3) If the Department of Human Resources seeks to establish paternity of a child, the Office of State Administrative Hearings has the authority to decide the issue of paternity. However, the man who has been identified as the putative father can deny that he is the father of the child and demand a trial in the Superior Court.

Who can start an action to establish paternity?

An legal action to establish paternity of a minor can be brought by the child, the mother of the child, a person who is alleged to be the father, any relative taking care of the child, and, in certain circumstances, the Department of Human Resources (in the name of and for the benefit of the child).

Where can an action to establish paternity be filed?

If the father is a Georgia resident, the suit may be brought in the state or superior court of the county in which the father resides. If the father is a nonresident, the suit may be brought in the state or superior court where the child resides.

Does the mother of the child have to be a party to the legal action and does she have to be notified?

If the mother is subject to the jurisdiction of the court where the petition for paternity has been filed, she must be a party to the law suit. If she is not subject to the court's jurisdiction, she must at least be given notice of the petition for paternity and she must be given an opportunity to be heard in the court.

After paternity is established, does the father have any rights to the child?

Under Georgia law, the birth mother is the only person entitled to custody of a child born out of wedlock, unless the father has gone through the process of legitimating the child. In a paternity action if the court finds that a man is the father of a child, the court can also order that the man have visitation rights with the child (if the court finds that visitation would be in the best interests of the child).

If the father's name is on the birth certificate, does he have any rights to the child?

Under Georgia law, the birth mother is the only person entitled to custody of a child born out of wedlock, unless the father has gone through the process of legitimating the child. This is the case even if the father's name is on the birth certificate. The father must go through legitimation to have rights to a child born out of wedlock.

Does it matter if the father's name or social security number is on the child's birth certificate?

If a man's name or social security number is on the child's birth certificate and someone files a petition to establish paternity, the burden of proof is on the man to prove that he is not the father.

If the birth certificate of the child does not contain any information about the father, the person or agency that filed the paternity action must prove that the man is the father.

Can DNA testing be used to prove or disprove paternity?

Any party to the action may make a motion for the court to order DNA testing. The court must grant the motion unless someone shows that there is good cause not to order DNA testing. The person who requests the testing is responsible for any costs of the testing.

What is the result of a finding that the man is the father of the child in a paternity case?

If the court finds that a man is the father of a child, the father has a duty to support the child financially. This means that the man must pay child support. The court's order may also provide that the father has the right to visit with the child (visitation privileges) if the court finds that visitation would be in the best interests of the child.

What happens if a paternity action is brought before the child is born?

In this situation, all legal proceedings will be stayed until after the birth **except** service of process, discovery, and the taking of depositions.

Defendant may be served at the following address:

_____.

2.

Child born or unborn (Choose a or b)

a) The Plaintiff/ Defendant, _____,
is the father of the minor child known as _____,
who was born on the _____ day of _____, 20_____.

b) The Plaintiff/ Defendant, _____,
is the father of the child which the Plaintiff/ Defendant is now carrying, and is due to
be born on or around the _____ day of _____, 20_____.

3.

Plaintiff's identity

a) The Plaintiff is the mother of the minor child known as
_____, who was born on the _____ day of
_____, 20____ OR who is expected to be born on the _____ day
of _____, 20____. The Plaintiff resides at the following address:
_____.

b) The Plaintiff is a relative of the child in whose care the child has been
placed, more specifically _____.
The Plaintiff resides at the following address: _____.

c) The Plaintiff is one who is alleged to be the father, more specifically
_____.
The Plaintiff resides at the following address: _____.

d) The Plaintiff is the child, _____.
The Plaintiff resides at the following address: _____.

4.

Child's residence

The said minor child resides at the following address:
_____.

5.

Child custody

- The Plaintiff is entitled to the custody of said Child.

6.

Right to child support

- That Plaintiff is entitled to child support from Defendant for the support, education, and maintenance of said minor Child.

7.

Guardian ad litem

- A guardian ad litem should be appointed, if in the Court's discretion the Court deems it necessary, to represent the interests of the child.

8.

Child named as party

- If the Court deems necessary, the child should be made a party to this action.

9.

Fees of Attorney and Guardian ad litem

- The Plaintiff is needs an attorney to represent him/ her in bringing this action and is entitled to reasonable attorney's fees and other expenses of this proceeding payable by Defendant. Defendant should be required to pay reasonable counsel fees for said attorney as the Court deems appropriate. Furthermore, Defendant should be required to pay fees of the guardian ad litem if the Court sees fit to appoint such a Guardian.

10.

Paternity testing

- In the event Plaintiff/ Defendant disputes paternity of the child, the Court should order the making of blood and/or genetic tests as soon as possible to establish paternity.

11.

Costs of Litigation

- Plaintiff asks that Defendant be required to bear the costs of this action.

12.

Child Support Amount

Please go to <http://www.georgiacourts.org/csc/> to complete and print out the Child Support Worksheet. Your papers will NOT be accepted for filing without these worksheets and schedules.

- The Plaintiff/ Defendant asks that the Plaintiff/ Defendant _____ be required to pay to the Plaintiff/ Defendant, as support of the minor child(ren), the sum of \$ _____ * per week/ bi-weekly/ month, starting on _____, and continuing per week/ bi-weekly/ month thereafter until each respective child reaches the age of eighteen (18), or so long as the child is enrolled in and attending secondary school (not to exceed age twenty (20)), marries, dies, or becomes otherwise emancipated. The child support obligation shall be reduced as follows as each child becomes emancipated:

*This amount was derived from line 13 of the Child Support Worksheet, which is attached hereto as Exhibit 1.

13.

Child Support Method of Payment (Check a, b or c)

- a) Plaintiff asks that all payments of child support shall be paid directly to the Plaintiff at the following address: _____.
- b) Plaintiff asks that all payments of child support shall be paid directly to the Plaintiff by the Defendant’s employer via an income deduction order. The Plaintiff’s address is: _____.
- c) Plaintiff asks that all payments of child support shall be paid to Georgia Child Support Enforcement pursuant to an Income Deduction Order.

14.

Health Insurance

The Plaintiff asks that _____ be required to maintain a policy of medical, dental, and hospitalization insurance for the benefit of the minor child(ren) for so long as the child support obligation set forth herein exists. The Plaintiff asks that costs not covered under the insurance policy shall be divided as follows:

The Plaintiff asks that _____ shall provide him / her with an insurance identification card or such other acceptable proof of insurance coverage and shall cooperate with the Plaintiff in submitting claims under the policy.

WHEREFORE, Plaintiff prays the following:

[Check all items of relief that you want from the Judge.]

(a) That process issue and Defendant be served with a copy of Plaintiff's Summons and Complaint to Establish Paternity;

(b) that paternity of _____ be established, declaring _____ to be the father of said minor child;

(c) that Plaintiff be awarded custody of said minor Child;

(d) that Plaintiff be awarded child support from Defendant for the support, education, and maintenance of said minor child;

(e) that Plaintiff be awarded reasonable attorney's fees and litigation expenses associated with this proceeding, pursuant to O.C.G.A. section 19-7-50;

(f) that the minor child be made a party to this action and a Guardian Ad Litem be appointed to represent the child, pursuant to O.C.G.A. § 19-7-44, and that Defendant be required to pay any fees associated with the appointment of the Guardian Ad Litem;

(g) that blood tests be required as provided by O.C.G.A. section 19-7-45;

(h) That any hearing or trial in this matter be held in closed Court without admittance of any person other than those necessary to the action or proceeding, pursuant to O.C.G.A. section 19-7-53, to protect the privacy of the minor child and the parties;

(i) that the Plaintiff have a trial by jury;

(j) that the Judge issue an order changing the surname of the child to _____.

(k) that the Judge issue an order directing the Georgia Department of Vital Records to issue a new birth certificate;

(l) That a rule nisi issue requiring Defendant to show cause, if any Defendant can, on a day certain why the prayers of this Complaint should not be granted;

(m) That the Court award such additional relief as the Court may deem proper under O.C.G.A. § 19-7-40 et seq.

Plaintiff *pro se*

Address: _____

Telephone Number(s): _____

Email: _____

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,
v.
_____,
Defendant
)
)
)
)
) Civil Action File No. _____
)
)
)
)
)

VERIFICATION

Personally appeared before the undersigned officer, duly authorized to administer oaths in the state of Georgia, _____, who after being duly sworn, deposes and states that she is the Plaintiff in the above-styled action and verifies that the facts contained in the within and foregoing Petition to Establish Paternity are true and correct to the best of her information, knowledge, and belief.

This _____ day of _____, 20____.

_____,
Plaintiff *pro se*

Sworn and subscribed before me

This _____ day of _____, 20____.

Notary Public, State of Georgia

My Commission Expires _____.

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,
v.
_____,
Defendant
)
)
)
)
)
) Civil Action File No. _____
)
)
)
)
)

ACKNOWLEDGEMENT OF SERVICE AND SUMMONS

The undersigned Defendant hereby acknowledges service of the above Summons and Complaint for Determination of Paternity and states that (s)he has received a copy of said Complaint, and Defendant hereby waives any further service of process.

This the _____ day of _____, 20_____.

_____,
Defendant *pro se*

Sworn to and subscribed before me

This _____ day of _____, 20_____.

_____,
Notary Public, State of Georgia
My Commission Expires _____.

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

))
_____,)
Plaintiff,)
v.)
_____) Civil Action File No. _____
Defendant)
))
))

**DEFENDANT’S ACKNOWLEDGEMENT OF SERVICE
AFFIDAVIT OF WAIVER OF VENUE AND PERSONAL JURISDICTION**

I, _____, the named Defendant in the above-styled case, after being duly sworn do hereby depose and say that I am a resident of _____ County, _____ (state), and that the Plaintiff in the above-styled case is a resident of _____ County, Georgia. I affirm that I have received a copy of said Petition/Complaint, and I hereby waive any and all further notice, service, and issuance of process.

After being duly informed that I have a constitutional right to a trial by judge or jury on the above matter in the county of my residence, and with that knowledge, I hereby expressly waive my right to venue in the county of my residence, and consent to venue and personal jurisdiction in the county of this superior court.

This ____ day of _____, 20____.

_____,
Affiant

Notary Public

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

**IN THE SUPERIOR COURT OF HOUSTON COUNTY
STATE OF GEORGIA**

_____,)
)
 Plaintiff,)
)
 v.) **Civil Action File No.** _____
)
)
 _____,)
)
 Defendant.)

CHILD SUPPORT ORDER ADDENDUM

Instructions: All parts of this Addendum must be completed and it must be attached to all final orders and judgments determining the amount of child support. However, it is not required for orders on contempt motions.

(You must check one of the following boxes)

- () The parties have agreed to the terms of this order and this information has been furnished by both parties to meet the requirements of O.C.G.A. §19-6-15. The parties agree on the terms of the order and affirm the accuracy of the information provided, as shown by their signatures at the end of this addendum
- () This addendum includes findings of fact and conclusions of law and fact made by the Court, in compliance with O.C.G.A. §19-6-15.

Application of Child Support Guidelines. The statutory requirements of O.C.G.A. §19-6-15 have been applied in reaching the amount of child support provided under the final order in this action. The specifics are as follows:

1. **Gross Income** – The Father’s gross monthly income (before taxes) is _____; the Mother’s gross monthly income (before taxes) is _____.
2. **Number of Children** – The number of children for whom support is being provided under this order is _____.
3. **Attachments** – The *Child Support Worksheet* and applicable schedules are attached and made a part of this Addendum.
4. **Child Support Amount** – The _____ shall pay to the _____ for the support of the minor child the sum of _____ Dollars (\$_____) per month, beginning on _____, 20____, and shall continue on the first of each month thereafter.

5. Duration of Child Support (check only one)

- (a) **Beyond Age 18 for High School** – The child support obligation shall continue monthly thereafter until the child reaches the age of eighteen, dies, marries, or otherwise become emancipated; provided that if the child becomes eighteen years old while enrolled in and attending secondary school on a fulltime basis, then the child support shall continue for the child until the child has graduated from secondary school or reaches twenty years of age, whichever occurs first.
- (b) **Stops at Age 18** – The child support shall continue monthly thereafter until each child reaches the age of eighteen, dies, marries, or otherwise becomes emancipated.
- (c) **Until Further Order** – This is not a final order, so the child support shall continue until further order of this Court.
- (d) **Until Specific Date** – The child support shall continue monthly thereafter until _____.

6. Deviation from Presumptive Amount (check only one)

- (a) **No Deviation** – It has been determined that none of the Deviations allowed under O.C.G.A. §19-6-15 applies in this case. The amount of support in Paragraph 4 above is the Presumptive Amount of Child Support shown on the attached *Child Support Worksheet*.
- (b) **Deviation** – It has been determined that one or more of the Deviations allowed under O.C.G.A. §19-6-15 applies in this case, as shown by the attached *Schedule E*. The Presumptive Amount of Child Support that would have been required under O.C.G.A. § 19-6-15 if the deviation had not been applied is \$ _____ per month, as shown on the attached *Child Support Worksheet*. The attached *Schedule E* explains the reasons for the deviation, how the application of the guidelines would be unjust or inappropriate considering the relative ability of each parent to provide support, and how the best interest of the children who are subject to this child support determination is served by deviation from the presumptive amount of child support.

7. Health, Dental & Vision Insurance for Children (check and complete one)

- (a) **Insurance Available** – The following insurance for the child involved in this action is available at a reasonable cost to the Mother through that parent’s employer or the PeachCare program:

Health (medical, mental health and hospitalization) Dental Vision

So long as it remains available to that parent, the _____ shall maintain the types of insurance checked above for the benefit of the minor child, until each child reaches the age of eighteen, dies, marries, or otherwise becomes emancipated; except that if a child

becomes eighteen years old while enrolled and attending secondary school on a full-time basis, then the insurance shall be continued for the child until the child has graduated from secondary school or reached twenty years of age, whichever occurs first.

(1) The parent who maintains the insurance shall provide the other parent with an insurance identification card or such other acceptable proof of insurance coverage and shall cooperate with the other parent in submitting claims under the policy.

(2) All money received by one of the parties for claims processed under the insurance policy shall be paid within five (5) days after the party receives the money, to the other party (if that other party paid the applicable health care service provider) or to the applicable health care provider (if the provider has not been paid by one of the parties).

() (b) **Insurance Not Available** – Insurance (other than Medicaid) is not available at this time to either party at a reasonable cost. If health insurance for the children later becomes available to the parent who is required to pay child support for these children, then that parent must obtain the following types of insurance, unless it is then being provided by the other parent:

() Health (medical, mental health and hospitalization) () Dental () Vision.

When insurance has been obtained by either party, Paragraphs 7 (a)(1) and (2) shall apply.

8. **Uninsured Health Care Expenses** – The _____ shall pay _____% and the _____ shall pay _____% of all expenses incurred for the child's health care (including medical, dental, mental health, hospital and vision care) that are not covered by insurance. The party who incurs a health care expense for the child shall provide verification of the amount to the other party. That other party shall reimburse the incurring party (or pay the health care provider directly) for the appropriate percentage of the expense, within fifteen (15) days after receiving the verification of a particular health care expense.

9. **Parenting Time Amounts** – The approximate number of days of parenting time per year according to the visitation order is _____ days for the Father and _____ days for the Mother.

10. **Social Security Benefits** (check and complete one)

() (a) **Not Received** – The child does not receive Title II Social Security benefits under the account of the parent ordered to pay child support.

() (b) **Received** – The children receive Title II Social Security benefits under the account of the parent ordered to pay child support. The benefits received by the children shall be counted as child support payments and shall be applied against the final child support order to be paid by that parent.

(1) If the amount of benefits received is less than the amount of support ordered, the obligor shall pay the amount exceeding the Social Security benefit.

(2) If the amount of benefits received is equal to or more than the amount of support ordered, the obligor's responsibility is met and no further support shall be paid.

(3) Any Title II benefits received for the children's benefit shall be retained by the custodial parent or nonparent custodian for the children's benefit, and it shall not be used as a reason for decreasing the final child support order or reducing arrearages.

11. Modification (check and complete one)

(a) **Not Modification Action** – This is an initial determination of child support, not a modification action.

(b) **Support Not Modified** – This action is a modification action, but the order does not modify the amount of child support that was previously ordered for these children. The date of the initial support order concerning this child support case was: _____.

(c) **Support Amount Modified** – The order modifies the amount of child support that was previously ordered for these children. The basis for the modification is:
 (1) Substantial change in the income and financial status of the Father;
 (2) Substantial change in the income and financial status of the Mother;
 (3) Substantial change in the needs of the Children;
 (4) The noncustodial parent failed to exercise visitation provided under the prior order;
 (5) The noncustodial parent has exercised more visitation than was provided in the prior order.

The date of the initial support order concerning the child support case was: _____.

12. Continuing Garnishment for Child Support – Whenever, in violation of the terms of the order, there shall have been a failure to make the support payments, so that the amount unpaid is equal to or greater than the amount payable for one month, the payments required to be made may also be collected by the process of continuing garnishment for support.

13. Income Deduction Order (check and complete one)

(a) An *Income Deduction Order* shall be entered by the Court, under O.C.G.A. §19-6-32, for payment of the child support and alimony (if any) provided. The *Income Deduction Order* shall take effect (check only 1 or 2 below, not both)

(1) immediately upon entry by the Court

() (2) upon accrual of a delinquency equal to one month's support. The *Income Deduction Order* may be enforced by serving a *Notice of Delinquency*, as provided in O.C.G.A. §19-6-32.

- () (b) The parties agree that an *Income Deduction Order* is not immediately necessary.

Parties' Consent – We knowingly and voluntarily agree on the terms of this order. Each of us affirms that the information we have provided in the Addendum is true and correct.

Mother's Signature

Father's Signature

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

))
_____,)
Plaintiff,)
v.)
_____,) Civil Action File No. _____
Defendant)
))
))

DOMESTIC RELATIONS FINANCIAL AFFIDAVIT OF PLAINTIFF

1. AFFIANT'S NAME: _____ Age _____
Spouse's Name: _____ Age _____
Date of Marriage: _____ Date of Separation _____

Names and birth dates of children for whom support is to be determined in this action:

Name	Date of Birth	Resides with
_____	_____	_____
_____	_____	_____
_____	_____	_____

Names and birth dates of affiant's other children:

Name	Date of Birth	<u>Resides with</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. SUMMARY OF AFFIANT'S INCOME AND NEEDS

(a) Gross monthly income (from item 3A) \$ _____
(b) Net monthly income (from item 3C) \$ _____

(c) Average monthly expenses (item 5A)	\$ _____
Monthly payments to creditors	+ _____
Total monthly expenses and payments to creditors (item 5C)	_____

(subsections (d) & (e) deleted)

3. A. AFFIANT'S GROSS MONTHLY INCOME (complete this section or attach Child Support Schedule A)

(All income must be entered based on monthly average regardless of date of receipt.)

Salary or Wages \$ _____
ATTACH COPIES OF 2 MOST RECENT WAGE STATEMENTS

Commissions, Fees, Tips \$ _____

Income from self-employment, partnership, close corporations, and independent contracts (gross receipts minus ordinary and necessary expenses required to produce income)
ATTACH SHEET ITEMIZING YOUR CALCULATIONS \$ _____

Rental Income (gross receipts minus ordinary and necessary expenses required to produce income)
ATTACH SHEET ITEMIZING YOUR CALCULATIONS \$ _____

Bonuses \$ _____

Overtime Payments \$ _____

Severance Pay \$ _____

Recurring Income from Pensions or Retirement Plans \$ _____

Interest and Dividends \$ _____

Trust Income \$ _____

Income from Annuities \$ _____

Capital Gains \$ _____

Social Security Disability or Retirement Benefits \$ _____

Workers' Compensation Benefits \$ _____

Unemployment Benefits \$ _____

Judgments from Personal Injury or Other Civil Cases \$ _____

Gifts (cash or other gifts that can be converted to cash) \$ _____
 Prizes/Lottery Winnings \$ _____
Alimony and maintenance from persons not in this case \$ _____
Assets which are used for support of family \$ _____
Fringe Benefits (if significantly reduce living expenses) \$ _____
Any other income (do NOT include means-tested Public assistance, such as TANF or food stamps) \$ _____
GROSS MONTHLY INCOME \$ _____
(prior section B deleted)
 B. Affiant's Net Monthly Income from employment (deducting only state and federal taxes and FICA) \$ _____
 Affiant's pay period (i.e., weekly, monthly, etc.) _____
 Number of exemptions claimed _____

4. ASSETS

(If you claim or agree that all or part of an asset is non-marital, indicate the non-marital portion under the appropriate spouse's column and state the amount and the basis: pre-marital, gift, inheritance, source of funds, etc.).

Description	Value	Separate Asset of the Husband	Separate Asset of the Wife	<u>Basis of the Claim</u>
Cash	\$ _____	_____	_____	_____
Stocks, bonds	\$ _____	_____	_____	_____
CD's/Money Market Accounts	\$ _____	_____	_____	_____
Bank Accounts (list each account):				
_____	\$ _____	_____	_____	_____
_____	\$ _____	_____	_____	_____
_____	\$ _____	_____	_____	_____
<u>Retirement Pensions, 401K, IRA, or Profit Sharing</u>	\$ _____	_____	_____	_____

Money owed you: \$ _____

Tax Refund
owed you: \$ _____

Real Estate:

home: \$ _____

debt owed: \$ _____

other: \$ _____

debt owed: \$ _____

Automobiles/Vehicles:

Vehicle 1: \$ _____

debt owed: \$ _____

Vehicle 2: \$ _____

debt owed: \$ _____

Life Insurance
(net cash value): \$ _____

Furniture/furnishings: \$ _____

Jewelry: \$ _____

Collectibles: \$ _____

Other Assets: \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Total Assets: \$ _____

5. A. AVERAGE MONTHLY EXPENSES

HOUSEHOLD

Mortgage or rent payments \$ _____ Cable TV \$ _____

Property taxes \$ _____ Misc. household and grocery items \$ _____

Homeowner/Renter Insurance	\$ _____	Meals outside the home	\$ _____
Electricity	\$ _____	Other	\$ _____
Water	\$ _____	AUTOMOBILE	
Garbage and Sewer	\$ _____	Gasoline and oil	\$ _____
Telephone:		Repairs	\$ _____
<u>residential line:</u>	\$ _____	Auto tags and license	\$ _____
<u>cellular telephone:</u>	\$ _____	Insurance	\$ _____
Gas	\$ _____	<u>OTHER VEHICLES</u>	
		<u>(boats, trailers, RVs, etc.)</u>	
		<u>Gasoline and oil</u>	\$ _____
Repairs and maintenance:	\$ _____	<u>Repairs</u>	\$ _____
Lawn Care	\$ _____	<u>Tags and license</u>	\$ _____
Pest Control	\$ _____	<u>Insurance</u>	\$ _____

CHILDREN'S EXPENSES

AFFIANT'S OTHER EXPENSES

Child care (<u>total monthly cost</u>)	\$ _____	Dry cleaning/laundry	\$ _____
School tuition	\$ _____	Clothing	\$ _____
<u>Tutoring</u>	\$ _____	Medical, dental, <u>prescription</u> (out of pocket/uncovered expenses)	\$ _____
<u>Private lessons (e.g., music, dance)</u>	\$ _____	Affiant's gifts (special holidays)	\$ _____
School supplies/expenses	\$ _____	Entertainment	\$ _____
Lunch Money	\$ _____	<u>Recreational Expenses (e.g., fitness)</u>	\$ _____
<u>Other Educational Expenses (list)</u>		Vacations	\$ _____
_____	\$ _____	<u>Travel Expenses for Visitation</u>	\$ _____
_____	\$ _____	Publications	\$ _____
Allowance	\$ _____	Dues, clubs	\$ _____
Clothing	\$ _____	Religious and charities	\$ _____
Diapers	\$ _____	<u>Pet expenses</u>	\$ _____

Medical, dental, prescription (out of pocket/uncovered expenses) \$ _____ Alimony paid to former spouse \$ _____
 Grooming, hygiene \$ _____ Child support paid for other children \$ _____
 Gifts from children to others \$ _____ Date of initial order: _____
 Entertainment \$ _____ Other (attach sheet) \$ _____
 Activities (including extra-curricular, school, religious, cultural, etc.) \$ _____
 Summer Camps \$ _____
OTHER INSURANCE
 Health \$ _____ Child(ren)'s portion: \$ _____
 Dental \$ _____ Child(ren)'s portion: \$ _____
 Vision \$ _____ Child(ren)'s portion: \$ _____
 Life \$ _____ Relationship of Beneficiary: _____
 Disability \$ _____
 Other(specify): \$ _____
TOTAL ABOVE EXPENSES \$ _____

B. PAYMENTS TO CREDITORS

(please check one)

To Whom:	Balance Due	Monthly Payment	Joint	Plaintiff	Defendant

TOTAL MONTHLY PAYMENTS TO CREDITORS: \$ _____

C. TOTAL MONTHLY EXPENSES: \$ _____

This _____ day of _____, 20____.

Affiant

Notary Public

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

))
_____,)
Plaintiff,)
v.)
_____) Civil Action File No. _____
Defendant)
))
))

MOTION FOR GENETIC TESTS

COMES NOW _____, Plaintiff,
and files this Motion for Genetic Tests, and shows the Court as follows:

1.

- Plaintiff has filed a Complaint for Determination of Paternity.

2.

- Plaintiff moves the Court for an Order requiring

_____ to undergo genetic tests, including Red Cell Antigen, Human Leukocyte Antigen (HLA), Red Cell Enzyme, and Serum Protein Electrophoresis and Deoxyribonucleic Acid (DNA) tests, in accordance with O.C.G.A. §19-7-45, to assist in proving or disproving the Petitioner's paternity of said child.

3.

Plaintiff has volunteered to submit himself/ herself for genetic testing, and through counsel, Defendant has refused to submit himself/ herself and the minor child to genetic tests voluntarily, necessitating the filing of the instant Motion for Genetic Tests.

4.

In the event said genetic tests prove that Plaintiff is not father of the minor child, Defendant should no longer be responsible for child support.

WHEREFORE, Plaintiff prays for the following relief:

- (a) that the Court enter an Order requiring that the genetic tests include Red Cell Antigen, Human Leukocyte Antigen (HLA), Red Cell Enzyme, and Serum Protein Electrophoresis and Deoxyribonucleic Acid (DNA) tests, in accordance with O.C.G.A. §19-7-45;
- (b) that the Court enter an Order requiring that the results of said tests be made known to all parties to this action as soon as the results are available;
- (c) that the Court grant Plaintiff any further relief as is just and proper.

Petitioner *Pro Se*

Address: _____

Telephone number(s): _____

Email Address: _____

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,
Plaintiff,

_____,
Defendant

v.

Civil Action File No. _____

GENETIC TESTS ORDER

Plaintiff's Motion for Genetic Test having been read and considered, and the Court having considered Plaintiff's Brief in Support of Motion for Genetic Tests, and the full record,

IT IS HEREBY ORDERED as follows:

1.

Plaintiff, _____, Defendant, _____ ("Defendant"), and the minor child, _____ (born on or about the ____ day of _____, 20____ shall submit to genetic tests within thirty (30) days of the date of this Order.

2.

The tests shall be performed by _____ Laboratory, at the following address and phone number,

_____ and shall be administered by a duly qualified licensed practicing physician, duly qualified immunologist, or other qualified person.

3.

The genetic tests to be performed on the Plaintiff, Defendant and minor child, shall include Red Cell Antigen, Human Leukocyte Antigen (HLA), Red Cell Enzyme, Serum Protein Electrophoresis and Deoxyribonucleic Acid (DNA) tests, in accordance with O.C.G.A. § 19-7-45.

4.

The genetic testing will be at the expense of the _____,
and s/he is ordered to pay \$_____ to _____
Laboratory within fourteen (14) days of the date of this order.

5.

This Order is enforceable by contempt. If any party refuses to submit
himself or herself or the minor child to genetic testing as set out herein, the Court
may dismiss Plaintiff's claim for child support from Defendant, upon motion of
the Defendant.

6.

Nothing in this Order shall be construed to constitute a waiver by either
party of any claim or defense of any nature in this action. Neither shall this Order
be construed to constitute an admission by either party of any fact or claim in
controversy. The results of said genetic tests shall be made known to all parties to
this action, through counsel, as soon as the results are available.

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

JUDGE, Superior Courts □

Judicial Circuit

Presented by:

Plaintiff *pro se*

Address

Telephone number

Email

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

)	
_____)	
Plaintiff,)	
)	
v.)	
)	Civil Action File No. _____
_____)	
Defendant)	
)	
)	

FINAL JUDGMENT AND DECREE

The above matter having been heard, it is therefore the judgment of this Court that _____ is hereby declared to be the child of _____ . Vital Records is directed to change the child(ren)'s surname(s) on their birth certificate(s) to the last name of their father; to add the father's name on the birth certificate; and to issue a new birth certificate.

FURTHER ORDERED:

The Court awards custody of the minor children to the Plaintiff mother, _____ .

The Court does does not award visitation to the Defendant Father pursuant to the attached schedule.

Based on the evidence presented, including the Child Support Worksheet, Schedules "A" through "E," incorporated by reference, and specifically the Child Support Worksheet and Schedule "E" attached hereto, and where applicable, Special Interrogatories also attached hereto, the Court finds as follows:

1. Children for whom support is being determined:

Child	Date of Birth

2. (a) For purposes of Calculating Child Support, the Court Orders that the Custodial Parent shall be _____.
- (b) For purposes of Calculating Child Support the Court Orders that the Non-custodial Parent shall be _____.
- (c) The Court finds that the amount of the Non-custodial Parent's parenting time as set forth in the Order of Visitation is _____ days.
3. (a) The Court finds as set on Schedule "A," the gross income of the father is \$ _____.
- (b) The Court finds as set on Schedule "A," the gross income of the Mother is \$ _____.
4. (a) The Court finds as set on the "Child Support Worksheet" and Schedule B," the Non-custodial Parent's Adjusted Income is \$ _____.
- (b) The Court finds as set on the "Child Support Worksheet" and Schedule "B," the Custodial Parent's Adjusted Income is \$ _____.
- (c) The Court finds as set on the "Child Support Worksheet" and Schedule "B," the Parties' Total Adjusted Income \$ _____.
5. The Court finds as set by the "Child Support Obligation Schedule Table" and as listed on the "Child Support Worksheet" the Basic Child Support Obligation is \$ _____.
6. (a) The Court finds as set on the "Child Support Worksheet," the Basic Child Support Obligation for the Custodial Parent is: \$ _____ %
- (b) The Court finds as set on the "Child Support Worksheet," the Basic Child Support Obligation for the Non-custodial Parent is: \$ _____ %
7. The Court finds that health insurance that provides for the health care needs of the child is/ is not reasonably available at a reasonable cost. If provided, it will be provided by _____.
8. (a) The Court finds as set on the "Child Support Worksheet" and Schedule "D," the Presumptive Amount of Child Support for the Custodial Parent is \$ _____.
- (b) The Court finds as set on the "Child Support Worksheet" and Schedule "D," the Presumptive Amount of Child Support due to the Non-custodial Parent is \$ _____.

(c) The Court finds as set on the "Child Support Worksheet" and Schedule "D," the Presumptive Amount of Child Support due to the Custodial Parent is

\$ _____

9. The Court finds that the child receives benefits under Title II of the Federal Social Security Act on the obligor's account and the amount the child receives on a monthly basis is

\$ _____

10. The Court has considered the existence of special circumstances and as set forth on the "Child Support Worksheet" and Schedule "E," has found the following special circumstances marked with an ["X"] to be present in this case.

Note: Refer to Schedule "E" and, where applicable, "Special Interrogatories" attached hereto for an explanation for the reasons for the deviation, how the application of the Presumptive Amount of Child Support would have been unjust and how the best interest of the child for whom support is being determined will be served by a deviation from the Presumptive Amount of Child Support.

- | | |
|--|---|
| _____ A. High Income | _____ G. Alimony |
| _____ B. Low Income | _____ H. Mortgage |
| _____ C. Other Health-Related Insurance | _____ I. Permanent Plan or Foster Care Plan |
| _____ D. Life Insurance | _____ J. Extraordinary Expenses |
| _____ E. Child and Dependent Care Tax Credit | _____ K. Parenting Time |
| _____ F. Travel Expenses | _____ L. Non-Specific Deviations (Other) |

11. (a) The Court finds as set on the "Child Support Worksheet" the Final Amount of Child Support for the Custodial Parent is \$ _____

(b) The Court finds as set on the "Child Support Worksheet" the Final Amount of Child Support for the Non-custodial Parent is \$ _____

(c) The Court finds as set on the "Child Support Worksheet" the Final Amount of Child Support the Non-custodial Parent shall Pay the Custodial Parent is \$ _____

12. (a) The Court finds as set on the "Child Support Worksheet" that the Custodial Parent's allocated Uninsured Health Care Expenses based on their pro rata responsibility is \$ _____ %

(b) The Court finds as set on the "Child Support Worksheet" that the Non-custodial Parent's allocated Uninsured Health Care Expenses based on their pro rata responsibility is \$ _____ %

The Non-custodial parent, _____, shall pay Child Support for each of the _____ minor child(ren) at \$ _____ per month, for a total of \$ _____ per month to the Custodial parent, starting _____, and continuing until each minor child reaches the age of majority, dies, marries, becomes emancipated, whichever first occurs, provided however, the Court, in the exercise of its sound discretion, directs (or does not direct) the Non-custodial Parent to continue to pay child support for a Child who has not previously married or become emancipated, who is enrolled in and attending a secondary school, and who has attained the age of majority before completing his or her secondary school education, until that child graduates from high school, or until the child attains _____ years of age (not to exceed 20 years), whichever first occurs.

FURTHER ORDERED that each party is hereby restrained and enjoined from molesting or harassing the other party.

SO ORDERED this _____ day of _____, 20_____.

JUDGE, Superior Courts

Judicial Circuit

INCOME DEDUCTION ORDER

The above-styled matter was heard by the court on _____, 20___. The _____ was properly served and present and represented by counsel. This court having entered an order requiring the _____ to pay child support to the _____, this Income Deduction Order is entered pursuant to O.C.G.A. § 19-6-32(a.1)(1).

Defendant shall pay child support of \$ _____ weekly bi-weekly semi-monthly monthly with the next payment due on _____, 20__.

Defendant shall pay \$ _____ weekly bi-weekly semi-monthly monthly with the next payment due on _____, 20__.

The total amount to be withheld is \$ _____ weekly bi-weekly semi-monthly monthly. This amount shall be made payable to _____ and forwarded within two (2) business days of each payment date. Payments shall be made by cash, cashier's check, or money order, personally or by mailing it to: _____.

The maximum amount to be deducted shall not exceed the amounts allowed under § 303(b) of the Consumer Credit Protection Act, 15 U. S. C. § 1673(b), as amended. This order applies to current and subsequent employers and periods of employment, and may only be contested on the grounds of mistake of fact regarding the amount of support owed pursuant to a support order, the arrearage, or the identity of the obligor. The obligor shall notify the _____ within seven (7) days of any change of address, employer or employer's address. A copy of this order shall be served on the obligor and the employer.

Other: _____

This order shall become effective immediately upon signing and shall remain in full force and effect until modified, suspended, or terminated by order of this Court.

SO ORDERED this _____ day of _____, 20__.

JUDGE, Superior Courts

Judicial Circuit

Notice To: Employer or any other person, private entity, Federal or State Government, or any unit of local government providing or administering income due to Defendant

Re: Income Deduction Order

DATE: _____

Attached you will find an Income Deduction Order, please read this Order carefully and follow the instructions as written. If you have any questions you should contact your attorney. Employers are required by law to deduct from income due and payable and employee the amount designated by the Court to meet support obligations. Income includes wages, salary, bonuses, commissions, compensation as an independent contractor, workers' compensation, disability benefits, annuities and retirement benefits, pensions, dividends, royalties, or any other payment to an employee. **FAILURE TO DEDUCT THE AMOUNT DESIGNATED BY THE COURT MAKES THE EMPLOYER LIABLE FOR THE AMOUNT THAT SHOULD HAVE BEEN DEDUCTED, PLUS COSTS, INTEREST AND REASONABLE ATTORNEYS' FEES.**

Payments must begin no later than the first pay period after fourteen (14) days following the postmark of the notice. You are required to forward to the person or entity specified in the Income Deduction Order within two (2) days after each payment date the amount deducted from the employee's income and a statement as to whether the amount forwarded totally or partially satisfies the periodic amount specified in the Income Deduction Order.

This deduction has priority over all other legal processes under Georgia law pertaining to the same income and the payment required by the Income Deduction Order. It is a complete defense against any claims of the employee or the employee's creditors as to the sum paid.

Employers must continue to deduct the child support amount and send it to the person or entity specified in the Income Deduction Order until further notice by the Court or until the income is no longer provided to the employee. In the event the income is no longer provided, the employer is required to notify the person or entity specified in the Income Deduction Order immediately of such and to give the employee's last known address and to provide a name and address of any new employer of this employee if known. **FAILURE TO DO THIS WILL RESULT IN A CIVIL PENALTY BEING IMPOSED, NOT TO EXCEED \$250.00 FOR THE FIRST VIOLATION OR \$500.00 FOR A SUBSEQUENT VIOLATION.**

Employers may not discharge an employee by reason of the entry of an Income Deduction Order. If an employee is discharged because of this reason, **A FINE OF NOT MORE THAN \$250.00 FOR THE FIRST VIOLATION AND \$500.00 FOR A SUBSEQUENT VIOLATION WILL BE IMPOSED AGAINST THE EMPLOYER.**

Employers should contact their attorney if more than one Income Deduction Order is received against the same employee.

Employers may send a single payment if multiple employees have Income Deduction Orders to pay to the same depository provided the amount attributed to each employee is identified.

An employer may collect up to \$25.00 against the employee's income to reimburse for the administrative costs of the first income deduction and up to \$3.00 for each subsequent income deduction.