

HEARING PROCEDURES

Failure of the Plaintiff to attend may result in dismissal of the claim for lack of prosecution. Failure of the Defendant to attend may result in the entry of a judgment in the favor of the Plaintiff.

Do not be late. If you are not present in the Courtroom when the calendar is called, your case will be jeopardized.

The Court will hear all the evidence at the time of trial. You should bring any documents, receipts, canceled checks, photographs or other similar documents with you for the trial. If a person who is not a party to this case prepared any of your documents, you should have the person who prepared the document present to testify as to the contents of the document. Letters from witnesses and damage estimates, even if notarized, are generally not admissible as evidence. Failure to do so may result in the evidence being ruled inadmissible. The Court does not call witnesses on the telephone. While parties to actions filed in Magistrate Court are not required to have an attorney, please remember that the rules of evidence contained in the Georgia Law still apply. Evidence or testimony not presented properly will not be considered.

If either party has witnesses that will not voluntarily appear for trial or need documents produced that are in the custody of a third person, you may obtain subpoenas from the Clerk of Court. It is the responsibility of the party sending the subpoena to have served in the manner provided by law.

The Clerk's office can not give you legal advice.

Please remember the Court has a dress code.

NO SHORTS, NO TANK TOPS. Dress appropriately.