### **LEGITIMATION**

How to Legitimate a Child

**Note:** The forms and instructions in this packet are to be used by the father of a child born out of wedlock to legitimate the child. They cannot be used by the mother or any person other than the father.

It is advisable to have an attorney when filing legal papers to be sure that your rights are protected and that all the procedures are correctly followed. Courthouse personnel are prohibited by state law O.C.G.A. § 15-19-51 from giving legal advice. Different situations may require special procedures and courthouse personnel cannot advise you on how to proceed or what forms may be necessary in specific situations.

### QUESTIONS AND ANSWERS ABOUT LEGITIMATION

#### WHAT IS A "LEGITIMATION"?

Legitimation is a legal action that is the only way, other than by marrying the mother of a child, that the father of a child born in the State of Georgia may establish legal rights to his child.

#### WHO MAY FILE FOR LEGITIMATION?

Only the father of a child may file a *Petition* seeking to legitimate his child.

#### WHAT IS THE LEGAL EFFECT OF A LEGITIMATION?

An *Order of Legitimation* creates a father and child relationship legally between the Petitioner and his child. An *Order of Legitimation* establishes that the child may inherit from this legal father and vice versa. An *Order of Legitimation* allows the legal father to be listed on the child's birth certificate as such. An *Order of Legitimation* is the only way that the father of a child born out of wedlock can be recognized as the legal father of the child, and therefore can petition for custody and/or visitation with his child.

If custody is an issue, you must file your legitimation first, and get the *Order of Legitimation* signed. Once your child has been legitimated by the court order, then you may file another action for custody.

**Note:** The exception to this rule is if the mother is deceased, there is no other legal parent or guardian, or the mother consents to custody.

If you are already listed on the child's birth certificate as the father, but you and the child's mother were not married to each other, you must file a *Petition* with the Court to legitimate your child.

#### WHERE SHOULD THE PETITION BE FILED?

The *Petition for Legitimation* may be filed in the child's county of residence, or if there is an adoption pending, in the county where the adoption was filed. If custody or visitation is desired, you should petition the Court for custody and/or visitation after you have filed for legitimation.

### HOW MUCH DOES IT COST TO FILE FOR LEGITIMATION?

There are basic filing fees for petitions that are scheduled by the Cobb County Superior Court Clerk's Office. Therefore, inquiries regarding the cost to file for legitimation should be addressed to that office at 770-528-1300.

If the mother has not signed a consent and/or waiver of jurisdiction form, she will need to be served with the *Petition* by the sheriff. There is a fee for each address to which the sheriff has to go, if you are in the State of Georgia. If you are out of the state, and want the sheriff to serve the mother, you must check with the respective jurisdiction to determine the fees for service. "Service" is an official way to give notice to the mother, and other people involved with your case, that you have filed your case and that they have the opportunity to then file a response with the Court.

If the mother has left the child with you, and you do not know her address, and you have tried but cannot find her, then you will have to serve her with the *Petition* by publication. This means that the *Petition* is written up and then published in the official county newspaper for the county in which you knew she last lived. There will be a publication fee.

If the mother was married to someone else when your child was born, or she has listed someone else on your child's birth certificate as the father of the child, you will also have to pay a fee (if you are in the State of Georgia) or fee (if you are out of state) to have the sheriff serve that person with a copy of the *Petition*. If you don't know where that person lives, he will also have to be served by publication.

#### WHAT CAN I DO IF I DON'T HAVE THE MONEY TO PAY FEES?

If you do not have the money to pay your filing fees and sheriff's fees, then you may ask the Court to allow you to file free of charge. In order to do so, you must complete a *Poverty Affidavit*.

You must make a written statement to the Court about your monthly income and monthly expenses, and why it would be a hardship for you to have to pay the filing fees. The Court will then let you know by a written order that you may file your case without having to pay. The county newspaper will not usually waive their fees so you will still have to pay for publication if it is necessary.

#### HOW LONG WILL ALL OF THIS TAKE?

The length of time depends on the facts of your case. There are several options for what can happen with your case:

- If custody is not an issue, and there is no other father listed on the birth certificate, then an *Order for Legitimation* can be heard by a judge on the same day that you file it, and you may get your *Order for Legitimation* signed on the same day.
- If the mother or another father listed on the birth certificate must be served by publication, then the hearing cannot take place until after the publication is finished (60 days).
- If the mother or another father must be served by the sheriff with the *Petition to Legitimate*, then the case will be placed on a judge's calendar by his/her case manager.
- If custody is to be an issue, then you should file your legitimation first, and get the *Order of Legitimation* signed. Once your child has been legitimated by the Court, then you may file another action for custody.

**Note:** The exceptions to this rule are if the mother is deceased and there is no other legal parent or guardian, or if the mother consents to custody. It is recommended that you seek the advice of an attorney before you proceed.

FORMS INCLUDED IN THIS PACKET:  Petition for Legitimation Verification Respondent's Consent to Legitimation Acknowledgment of Service Rule Nisi Order	
NOTICE:  (The following forms may not be applicable if the parties are legitimating only and not addressing issues of custody, visitation or support.)  "Exhibit A" – Visitation Schedule  Domestic Relations Financial Affidavit  Certificate of Service	
ADDITIONAL FORMS NEEDED:  (These forms may be obtained from the Superior Court Clerk's Office)  □ Domestic Relations Case Filing □ Domestic Relations Disposition □ Summons □ Sheriff's Entry of Service	

### **DEFINITIONS**

**LEGITIMATION:** A legal action brought by a father to establish his legal rights concerning his

child who was born out of wedlock.

**LEGAL FATHER:** A father who has legitimated his child; a father who was married to the mother

of the child at the time of its' birth; a father who married the mother after the

child was born and then executed an Affidavit of Paternity stating or

acknowledging that the child is his child.

**BIOLOGICAL FATHER:** The birth father of a child.

**PETITION:** A form filed with a court that requests that a judge do something for you.

**PATERNITY:** A legal action brought by either a father, mother, or another interested party to

establish that a father is the biological father of a child, and therefore has a duty

to support the child he has fathered.

**PETITIONER:** The person who files the *Petition* with the court; may in some cases be listed as

"Plaintiff."

**RESPONDENT:** The person who the *Petition* is being filed against; the person who should

respond to the Petition; may in some cases be listed as "Defendant."

**SURNAME:** Last name

PETITION	N FOR LEG	
	VI OK ELO	ITIMATION
The Petitioner files this action, and states the	following in s	upport of his <i>Petition</i> :
	1	
I believe I am the father of the following min	nor children, bo	orn out of wedlock:
Child's Name		Date of Birth
	2	
	2	
Jurisdiction and venue are proper in this Cou	rt because:	
[Check and complete	e only one (1) o	f the following choices.]
☐ (a) the Respondent resides in Cobb Cou	unty, Georgia.	
☐ (b) the Respondent resides in Georgia of and the mother has consented to ver		County, but the children or I reside in Cobb County,
☐ (c) the Respondent resides outside the S	State of Georgi	a, and the children or I reside in Cobb County, Georgia.
$\Box$ (d) the whereabouts of the Respondent	are unknown, a	and the children or I reside in Cobb County, Georgia.
$\Box$ (e) the mother of the children is deceased	ed, and the chil	dren or I reside in Cobb County, Georgia.
	3	
The Respondent,		, is the children's mother.

[Check and complete only one (1) of the following choices.]
☐ (a) The Respondent's address is
☐ (b) The Respondent is deceased.
4
No other man is shown as the father on the birth certificate, and the mother was not married to any other man at the time of the children's conception or birth.
5
[Check and complete all that apply.]
The children live with the following person who takes care of the children
☐ (a) The Respondent/ mother
☐ (b) The Petitioner/ father
(c) Neither the children's mother nor the Petitioner. Instead, the children live with whose relationship to the children is They reside at the following
address: i County, in the State of
6
My paternity of the children has been established by a Court or by operation of law or, if paternity has not been legally established, I state that I am the children's natural father. I want to legitimate my relationship with the children, as provided in O.C.G.A. § 19-7-22, so that the children will have full rights as my children, and I will have full rights as the father of the children. I believe that legitimation would be in the children's best interests.
7
[Check and complete all that apply.]
I want the birth records of the children to be changed as follows:
☐ (a) I want the children's last name to be changed on the birth certificate to my last name.
☐ (b) I want my name to be entered as the father on the birth certificate.
☐ (c) No changes are necessary on the birth certificate concerning either the father's name or the children's last name.
8
[Check and complete only one (1) of the following.]
☐ (a) There is already a child support order concerning the children. The current Order was issued by the Court/Agency in the court case number
It requires me to pay \$ per

	(b)	There is currently no child support order concerning the children.
TH	IERE	FORE, the Petitioner asks:
		[Check and complete only those that apply.]
	(a)	That process issue and the Respondent be served with a copy of this <i>Petition for Legitimation</i> ;
	(b)	That the Court order service by publication for the Respondent, whose address is unknown. I am filing my <i>Affidavit(s) of Diligent Search</i> with this <i>Petition</i> , and incorporate it here by reference.
	(c)	I ask that the Court enter an <i>Order</i> legitimating my relationship with the children, so that the children will be recognized as my legitimate children, capable of inheriting in the same manner as if born in lawful wedlock;
	(d)	That the last name of the children be changed to my last name;
	(e)	That the Department of Vital Statistics be ordered and directed to amend the children's birth record and to reissue the birth certificate as follows:
		$\Box$ (1) entering my name as the father on the birth record.
		$\square$ (2) change the children's last name to my last name.
	(f)	I ask that the Court enter an <i>Order</i> providing for specific, liberal visitation privileges for me with the mino children.
	(g)	I ask that the Court enter an Order granting the following custody:
		(1) The Respondent and I should share joint legal custody of the children and I should have primary
		physical custody of the children with the Respondent having reasonable visitation rights.
		(2) I should have sole legal custody and primary physical custody of the children with the Respondent having reasonable visitation rights.
		(3) I should have sole legal custody and primary physical custody with the Respondent having limited,
		supervised visitation rights with the children for the following reasons:
		(4) I should have sole legal custody and physical custody with the Respondent having no visitation rights with the children for the following reasons:
		(5) Other:

☐ (h) That the Court gran	nt such othe	er and further relief	f as the Court deems fa	ir and proper.
Signed this[day]	day of	[month]	[year]	
Cyrom to and offirmed before me this		(Sign your name	hous hofous Notous)	Petitioner, Self-Represented
Sworn to and affirmed before me, this day of		(Sign your name	e here before Notary)	Pennoner, Seij-Kepreseniea
•				
NOTA BY BUBLIC		Petitioner's Add	ress:	
NOTARY PUBLIC My commission expires: (Notary Seal)		Petitioner's Tele		

Petitioner:				
and	Civil Action File No.:			
Respondent:				
•	VERIFICATION			
	petitioner in the above-styled action and that the facts stated in the ect to the best of my knowledge.			
Signed this day of	[month] [year]			
	(Sign your name here before Notary) Petitioner, Self-Represented  Petitioner's Name (print or type): Petitioner's Address:			
	Petitioner's Telephone Number:			
Sworn to and affirmed before me, this day of				
NOTARY PUBLIC My commission expires: (Notary Seal)				

and		Civil Actio	on File No.:
	MOTHER'S CONS	ENT TO	LEGITIMATION
		1	
I am tl	he mother of the following minor children,	who is the s	ubject of this legitimation action filed by the Petitioner:
	Child's Name		Date of Birth
		2	
	by give my consent to the following provisi unless I have written my initials next to the	-	ing my initials next to them. I do not agree to any of
[Write your	initials next to only the items to which you	agree. Dra	w a line next to the ones to which you do not agree.]
(a)	The Petitioner legitimating our children,		
(b)			
(c)	I agree to the following arrangement cor	icerning cus	tody and visitation:
	- <u></u>		
(d)	On the issue of child support:		

	(1)	Child suppo	rt has already been decided for the children by a C	ourt or agency in another
		case.		
	(2)	I want the C	ourt to decide child support and enter a Child Supp	port Order as part of this
		legitimation	case.	
	(3)	The Petition	er and I have reached an agreement on child suppo	ort for the children, and it is
		consistent w	rith the Georgia Child Support Guidelines. The Pe	titioner's gross income is
		\$	per month, and my gross income is \$	per month.
		We have ag	reed that	will pay child
		support in th	ne amount of \$ per month to _	
	(4)	The parties	live together with the children, so no Child Suppor	t Order is necessary.
			3	
I have	read this consent	t document and	I understand it. I am giving my consent freely. I	have written my initials
			nich I am agreeing. I am not being forced to sign t	•
	n is in the best in			ms consent, and I believe
ins legitimation	ii is iii the best iii	terest of my emi	idicii.	
			(Sign your name here before Notary) Resp	pondent, Self-Represented
			Respondent's Name (print or type):	
			Respondent's Address:	
			Respondent's Telephone Number:	
	ffirmed before me			
day of	f	·		
NOTARY PUI	BLIC n expires:			
Notary Seal)	п слрпсз			
• • •				

Petitioner:	
and	Civil Action File No.:
Respondent:	
ACKNOW	LEDGMENT OF SERVICE
The undersigned Respondent hereby ackno	wledges service of the above <i>Petition for Legitimation</i> and states that she
	t hereby waives any and all further notice, service, and issuance of
process.	
Signed this day of	[month] [year]
[day]	[month] [year]
	(Sign your name here before Notary) Respondent, Self-Represented
	Respondent's Name (print or type):
	Respondent's Address:
	Respondent's Telephone Number:
Sworn to and affirmed before me, this day of	
NOTARY PUBLIC My commission expires: (Notary Seal)	

Petitioner: and Respondent:	Civil Action File No.:
RI	ULE NISI
of the Superior Court of Cobb County, Cobb Judicial Circ	ties appear before the Honorable Judge, in the Superior Court Building,, 20 at o'clockm. to
Issued on	, 20
	JUDGE/CLERK Superior Court of Cobb County Cobb Judicial Circuit
Presented by:	
□ Petitioner □ Respondent Self-Represented	

Petitioner:and Respondent:		ion File No.:
	ORDER	
The above <i>Petition</i> having come before this Co	ourt, it is consi	dered, ordered, and adjudged that:
The children named in the <i>Petition</i> , to wit:	1. Legitimacy	7
Child's Name		Date of Birth
be declared the legitimate children of the Petitioner, from him.		, and capable of inheriting
-		ected to amend and reissue the birth certificate of each
child listed above to indicate the Petitioner,		, is the father of said child.
☐ The Department of Vital Statistics is hereby or	rdered and dire	ected to remove the name of
from the birth certificate of each child, and replace it wi	ith the name of	the Petitioner,
☐ The surname of each child is hereby changed t Vital Statistics is hereby ordered and directed to amend		The Department of
the change of the children's name to:		
_		
		Court on, 20
is hereby attached and adopted by the Court. Each part	y is OKDEREI	To adde by the terms of the Agreement.

### 2. Custody and Visitation

Respon	ndent having consented to the consideration	on of the issue of visitation	in this action, visitation with the children
is hereby grante	ed to the Petitioner/Respondent as follows	s:	
_			
_	ndent having consented to the consideration	·	•
nereby ordered	as follows:		
The m	other,	, of the min	nor children is deceased. The Petitioner is
hereby awarded	l legal and physical custody of the minor	children.	
	3.	Child Support	
	Child Support Guidelines – The statutory	_	
the amount of c	child support provided under the Order in	•	
(1			taxes) is \$; the
	Respondent's gross monthly income		
(2			ided under this Order is Their
	names and dates of birth are as follow	vs:	
	CL2119. No.		Data of Plants
	Child's Name		Date of Birth
(3	Attachments – The Child Support Wo	orksheet and Schedules are	attached harato, along with any other
(3	applicable schedules.	orksneet and schedules are	attached hereto, along with any other
	applicable schedules.		
(4	Child Support Amount – The		shall pay to the
( )			
			) per month, beginning on
		(1	

			, 20, and continued with a payment of
	dol	lars (	$\$ ) on the first (1st) day of each and every month thereafter until the minor children
	reac	ch th	e age of majority, become self-supporting, marry, die, no longer reside with the,
	or a	re ot	herwise emancipated, whichever of these events shall first occur. PROVIDED HOWEVER, that
	if a	t the	time the parties' children attain eighteen (18) years of age, s/he has not graduated from high
	sch	ool a	nd is then enrolled full time in high school and progressing toward graduation in the normal
	cou	rse, 1	then such child support shall continue until such time as said children graduate from high school,
	are	no lo	onger enrolled full time and progressing normally, or attain the age of twenty (20) years,
	whi	chev	er first occurs.
(5)	Dev	viatio	on from Presumptive Amount
			[Check and complete only one (1) of the following choices.]
		(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, as shown by the attached Schedule E. The amount of support in
			Paragraph 3 above is the Presumptive Amount of child support shown on the attached <i>Child</i>
			Support Worksheet.
		(b)	<u>Deviation</u> – 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 deviations had not
			been applied, is \$ per month, as shown on the attached <i>Child Support</i>
			$Worksheet$ . 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.
(6)	Hea	alth,	Dental, & Vision Insurance for Children
			[Check and complete only one (1) of the following choices.]
		(a)	<u>Insurance Available</u> – The following insurance for the children involved in this action is
			available at a reasonable cost to the through that
			parent's employer or the PeachCare Program:
			$\square$ Health (medical, mental health, and hospitalization) $\square$ Dental $\square$ 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 children, until each
			child reaches the age of eighteen (18), dies, marries, or otherwise becomes emancipated; except
			that if a child becomes eighteen years old while enrolled in and attending secondary school on a
			full-time basis, then the insurance shall be continued for the children until the children have
			graduated from secondary school or reaches twenty (20) 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)	<u>Insurance Not Available</u> – 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 the 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 4(b)(6)(a)(1) and (2) shall apply.
		(c)	<u>Insurance Not Available</u> – This issue is not addressed in this <i>Final Judgment</i> , either because the
			Court lacks personal jurisdiction over the Respondent, or because neither party has asked the
			Court to address the issue of children's health care expenses in this action.
			When insurance has been obtained by either party, Paragraphs 4(b)(6)(a)(1) and (2) shall apply.
(7)	<u>Unin</u>	sured	<u>Health Care Expenses</u> – The Petitioner shall pay% and the Respondent shall pay
		%	of all expenses incurred for the children's health care (including medical, dental, mental health,
	hospi	ital, ar	nd vision care) that are not covered by insurance. The party who incurs a health care expense for
	the cl	hildre	n shall provide verification of the amount to the other party. That other party shall reimburse the
	incur	ring p	party (or pay the health care provider directly) for the appropriate percentage of the expense,
	withi	n thir	ty (30) days after receiving the verification of a particular health care expense.
(8)	Parer	nting [	<u>Γime Amounts</u> – The approximate number of days of parenting time per year according to the
	Visite	ation (	Order is days for the Petitioner and for the Respondent.
(9)	Conti	inuing	g Garnishment for Child Support – Whenever, in violation of the terms of the order, there shall
	have	been	a failure to make payments, so that the amount unpaid is equal to or greater than the amount
	payal	ble for	r one month, the payments required to be made may also be collected by the process of
	conti	nuing	garnishment for support.
(10)	Incor	ne De	eduction Order
			[Check and complete only one (1) of the following choices.]
		(a)	An Income Deduction Order shall be entered by the Court, under O.C.G.A. § 19-6-32, for
			payment of child support and alimony (if any) provided. The <i>Income Deduction Order</i> shall
			take effect:
			☐ (1) immediately upon entry by the Court.
			☐ (2) upon accrual of a delinquency equal to one month's support. The <i>Income Deduction</i>
			Order may be enforced by serving a Notice of Delinquency, as provided in O.C.G.A. §
			19-6-32(f).
		(b) '	The parties agree that an <i>Income Deduction Order</i> is not immediately necessary.

□ (c	income deduction will not serve	d cause to not require income deduction, he the children's best interests and that there	
	proof of timely payment of any p	oreviously ordered support.	
This Order entered on	day of		
		Judge, Superior Court	
		Cobb Judicial Circuit	

### "Exhibit A" - Visitation Schedule

If the parties cannot agree on specific visitation, the \_\_\_\_\_\_\_ shall have the right to visitation according to the schedule below. To resolve any conflicts in the visitation provided under this schedule, the holiday visitation provided under paragraph (b) shall have priority over the weekend and summer visitation in paragraphs (a) and (c).

- (a) Weekends The first and third weekends of every month, from Friday at 6:00 p.m. until Sunday at 6:00 p.m. The first and third weekends shall be defined as the weekends containing the first and third Fridays of the month.
- (b) <u>Holidays</u> The children shall spend holidays with each parent on the following schedule:

[Check only one (1) preference per section. Be careful not to check the same numbered years for both parents.]

Holidays	With Petitioner	With Respondent
Spring Vacation, from 6:00 p.m. on the day		
school lets out for vacation, until 6:00 p.m. on the		
day before the child return to school.		
If none of the children are enrolled in school, this	☐ Even-number years	☐ Even-number years
vacation shall be for up to one week (seven	☐ Odd-number years	☐ Odd-number years
consecutive days) during the months of March or		
April, provided that the visiting parent shall give		
written notice of the chosen week to the other		
parent at least 30 days prior to the beginning of		
this visitation.		
Easter Weekend, 6:00 p.m. Friday to 6:00 p.m.		
Sunday, provided that it does not conflict with	☐ Even-number years	☐ Even-number years
Spring Vacation described above.	☐ Odd-number years	☐ Odd-number years
Mother's Day, from 9:00 a.m. to 6:00 p.m.	Not applicable	Every year
Memorial Day Weekend, 6:00 p.m. Friday to	☐ Even-number years	☐ Even-number years
6:00 p.m. Monday.	☐ Odd-number years	☐ Odd-number years
Father's Day, From 9:00 a.m. to 6:00 p.m.	Every year	Not applicable
Fourth of July, from 10:00 a.m. to 10:00 p.m.	☐ Even-number years	☐ Even-number years
	☐ Odd-number years	☐ Odd-number years
Labor Day Weekend, 6:00 p.m. Friday to 6:00	☐ Even-number years	☐ Even-number years
p.m. Sunday.	☐ Odd-number years	☐ Odd-number years
Thanksgiving Weekend, 6:00 p.m. Wednesday to	☐ Even-number years	☐ Even-number years
6:00 p.m. Sunday.	☐ Odd-number years	☐ Odd-number years

Holidays	With Petitioner	With Respondent
First Part of Christmas Vacation, from 6:00		
p.m. on the day school lets out for vacation, until		
12:00 noon on December 25 <sup>th</sup> .	☐ Even-number years	☐ Even-number years
	☐ Odd-number years	☐ Odd-number years
If none of the children are enrolled in school, this		
visitation shall be from 6:00 p.m. on December		
20 <sup>th</sup> until 12:00 noon on December 25 <sup>th</sup> .		
Latter Part of Christmas Vacation, from 12:00		
noon on December 25 <sup>th</sup> to 6:00 p.m. on the day		
before the children return to school.	☐ Even-number years	☐ Even-number years
	☐ Odd-number years	☐ Odd-number years
If none of the children are enrolled in school, this		
visitation shall be from 12:00 noon on December		
25 <sup>th</sup> until 6:00 p.m. on January 1 <sup>st</sup> .		
	1	1

(c)	<u>Summer Vacation</u> weeks during the children's summer vacation from school. However
	the children are not enrolled in school, this summer visitation shall be taken during the months of June, July,
	and August, until such time as the children begins to attend school. The weeks may be taken consecutively or
	non-consecutively, but shall be taken in increments of at least seven (7) consecutive days. The parent with
	visitation shall give written notice of the chosen weeks to the other parent on or before March 1st (so that both
	parties will have ample time to make camp and child care arrangements for the summer).

Petitioner:					
and		Civil Action File No.:			
Respondent:					
DOMEST	FIC RELATIONS F	INANCIAL AFFIDAV	IT		
(1) Your Name:			Your Age:		
Spouse's Name:			Spouse's Age:		
Date of Marriage:		Date of Separation:			
Names and birth dates of children	for whom support is	s to be determined in this	action:		
Name		Date of Birth	Resides with		
Names and birth dates of your oth	ner children:	•	•		
Name		Date of Birth	Resides with		
(2) SUMMARY OF YOUR INCOME	AND NEEDS: (fill out	this part after you complet	te pages 2-5)		

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(A) Gross Monthly Income (from Item 3A below)

(B) Net Monthly Income (from Item 3B below)

(C) Average Monthly Expenses (Item 5A below)

Monthly Payments to Creditors (Item 5B below)

Total Monthly Expenses & Payments to Creditors (Item 5C below)

\$

\$

\$

\$

(3) (A) YOUR GROSS MONTHLY INCOME: (Complete this section or attach Child Support S (All income must be entered based on monthly average regardless of date of receipt. Where app income should be annualized)	
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	\$
Worker's 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.)	\$

TOTAL Gross Monthly Income (also write in 2A on page one)			\$
(3)(B) Net Monthly Income From Employment (deducting only state and federal taxes and FICA) (also write in 2B on page one)			\$
CHILDREN'S EXPENSES			
Child Care (total monthly cost)	\$	Allowance	\$
School Tuition	\$	Children's Clothing	\$
Tutoring	\$	Diapers	\$
Private lessons (e.g., music, dance)	\$	Medical, Dental, Prescriptions (out-of-pocket uncovered expenses)	\$
School Supplies / Expenses	\$	Grooming / Hygiene	\$
Lunch Money	\$	Gifts from children to others	\$
Other Educational Expenses (list type &	amount):	Entertainment	\$
	\$	Activities (including extra-curricular, school, religious, cultural, etc.)	\$
	\$	Summer Camps	\$
OTHER INSURANCE			
Health Insurance	\$	Life Insurance	\$
Children's portion:	\$	Relationship of Beneficiary:	
Dental Insurance	\$	Disability Insurance	\$
Children's portion:	\$	Other Insurance (specify)	\$
Vision Insurance	\$		\$
Children's portion:	\$		\$
YOUR OTHER EXPENSES			
Dry Cleaning & Laundry	\$	Publications	\$
Clothing	\$	Dues, Clubs	\$
Medical / Dental / Prescription (out-of- pocket uncovered expenses)	\$	Religious & Charities	\$
Your Gifts (special holidays)	\$	Pet expenses	\$
Entertainment	\$	Alimony Paid to Former Spouse	\$
Recreational Expenses (e.g., fitness) \$ Child Support Paid for other children			\$

Vacations	\$	Date of initial CS order:			
Travel Expenses for Visitation	xpenses for Visitation \$ Other (attach sheet to list) \$				
TOTAL ABOVE MONTHLY EXPENSES (also write on first line of 2C on page one)					

(5)(B) YOUR PAYMENTS & DEBTS TO CREDITORS						
To Whom	D.I. D	Monthly	(Please check one)			
To Whom	Balance Due	Payments	Joint	Petitioner	Respondent	
	\$	\$				
	\$	\$				
	\$	\$				
	\$	\$				
	\$	\$				
	\$	\$				
<b>Total Monthly Payments to Creditors</b> (also write this total on line 2 of 2C on page one)			\$			
(5)(C)TOTAL MONTHLY EXPENSES (Total Expenses from final line on page 5 + Total Monthly Payments to Creditors above) (also write this total on line 3 of 2C on page one)						

	(Sign your name before Notary)   Petitioner   Respondent, Self-Represented
	Name (print or type):
	Address:  Daytime Telephone Number:
Sworn to and affirmed before me, this day of	
NOTARY PUBLIC  My commission expires: (Notary Seal)	

Petitioner:	
and	Civil Action File No.:
Respondent:	
	CERTIFICATE OF SERVICE
This document certifies that on _ following documents:	, I sent copies of the
to the opposing party by □ first class ma	il/ □ certified mail and return receipt was requested.
The documents were addressed a	s follows:
Signed this[day]	day of  [month] [year]
	(Sign your name before Notary) □ Petitioner □ Respondent, Self-Represented  Name (print or type):  Address:  Daytime Telephone Number:
Sworn to and affirmed before me, this day of	Daytime Telephone Number.
NOTARY PUBLIC My commission expires: (Notary Seal)	
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PETITIONER,	
VERSUS	CIVIL ACTION FILE NUMBER
RESPONDENT.	
	ANSWER TO PETITIONER'S FOR LEGITIMATION
	<del>-</del>
	, and I am representing myself in this legitimation
action. In support of my case, I state the following	ng:
	1.
Respondent (CIRCLE ONE: ADMITS (	OR DENIES) the allegations contained in Paragraph 1 of
Petitioner's Petition for Legitimation.	
	2.
Respondent (CIRCLE ONE: ADMITS (	OR DENIES) the allegations contained in Paragraph 2 of
Petitioner's Petition for Legitimation.	
	3.
Respondent (CIRCLE ONE: ADMITS (	OR DENIES) the allegations contained in Paragraph 3 of
Petitioner's Petition for Legitimation.	
	4.
Respondent (CIRCLE ONE: ADMITS O	OR DENIES) the allegations contained in Paragraph 4 of
Petitioner's Petition for Legitimation.	
	5.
Respondent (CIRCLE ONE: ADMITS (	OR DENIES) the allegations contained in Paragraph 5 of
Petitioner's Petition for Legitimation.	

Respondent (CIRCLE ONE: A	ADMITS OR DENIES)	the allegations	contained in	Paragraph 6 of
Petitioner's Petition for Legitimation.				

7.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 7 of Petitioner's *Petition for Legitimation*.

8.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 8 of Petitioner's *Petition for Legitimation*.

Signed this	day of, 20
	(Sign your name here before notary) Respondent, Self-Represented
	Respondent's Name (Print or Type):
	Respondent's Address:
	Respondent's Telephone Number:
Sworn to and affirmed before me	
this day of	, 20 .
NOTARY PUBLIC	
My Commission Expires:	

(Notary Seal)

PETITIONER,	
VERSUS	CIVIL ACTION FILE NUMBER
RESPONDENT.	
	CERTIFICATE OF SERVICE
	at on, 20, I sent copies of the following
documents:	
	TITIONER'S PETITION FOR LEGITIMATION
to the opposing party by: (CHOOSE	ONE: first class mail OR certified mail and return receipt was requested).
The documents were address	sed as follows:
Signed this	day of, 20
	(Sign your name here before notary) Respondent, Self-Represented
	Respondent's Name (Print or Type):
	Respondent's Address:
	Respondent's Telephone Number:
Sworn to and affirmed before me	
this day of	20
NOTARY PUBLIC	
My Commission Expires:(Notary Seal)	
· •	

Petitioner:	
and	Civil Action File No.:
Respondent:	
SU	UMMONS
TO THE ABOVE NAMED RESPONDENT:	
You are hereby summoned and required to fi whose name and address is:	le with the Clerk of said Court and serve upon the Petitioner,
exclusive of the day of service. If you fail to do so, judgm the <i>Complaint</i> .	on you, within 30 days after service of this <i>Summons</i> upon you, ent by default will be taken against you for the relief demanded in its case, you must appear at that scheduled hearing, regardless of
This day of	, 20
	CONNIE TAYLOR,
	Clerk of Superior Court
	ByClerk
To Respondent upon whom this <i>Petition</i> is served:	
This copy of Complaint and Summons was served upon yo	ou,, 20

## INSTRUCTIONS FOR FILING AN ANSWER AND COUNTERCLAIM IN RESPONSE TO A PETITION FOR LEGITIMATION

This packet contains forms for people responding to a *Petition for Legitimation*. This packet is for those who wish to file an *Answer and Counterclaim for Custody and Child Support*. The Respondent/ Defendant in the case (presumably you) must file an answer to the *Petition* you were served with. If you would also like to request relief from the Court, such as custody of the child or child support, you must also file a counterclaim.

There are two options available to you for responding to a *Petition for Legitimation*: (1) you can hire a lawyer who will prepare your paperwork and represent you in court, or (2) you can use the forms included in this packet and represent yourself in court. It is advisable to speak with a lawyer before filing any action with the Court; this case is no exception to that rule. There are often more issues involved in a custody case than you might realize if you fail to get legal advice. However, you may want to review the form in this packet before you talk to a lawyer, so that you will be able to make the best use of your time with the lawyer.

### YOU MAY ESPECIALLY NEED AN ATTORNEY IF:

- The case is contested OR an attorney represents the opposing party.
- You or your child are victims of family violence against you by the opposing party.
- You want a custody or visitation arrangement that does not exactly fit these forms.
- You think you may have difficulty getting financial information from the opposing party.

### Whether your case is contested or uncontested, you should speak with a lawyer before signing a *Settlement Agreement* or filing any other documents with the Court.

State law, O.C.G.A. § 15-19-51, prohibits court personnel (including staff attorneys, law clerks, calendar clerks, Clerk's Office staff, and Sheriff's Department staff) from giving legal advice or answering legal questions. This rule also applies to the Cobb County Law Library.

A custody case can be a very complicated process. If you want a court to grant the relief that you have requested, you must complete each and every paragraph in this packet that applies to your case (but not any paragraph that does not apply to your case). When you are ready to file your Answer and Counterclaim for Custody and Child Support, you must file it with the Clerk for the Superior Court of Cobb County and mail a copy to the opposing party (or the opposing party's attorney if he has one).

Please keep in mind that you may need to submit other forms to the Court in addition to this packet either initially or as your case progresses. At a minimum, you are required to submit a *Domestic Relations Financial Affidavit, a Child Support Worksheet,* and a *Parenting Plan*. The Cobb County Law Library offers many of these sample forms and documents.

#### **HEARINGS**

### • Temporary Hearing (Rule Nisi)

A temporary hearing is not required. However, if your case will not be ready for a final hearing (because you do not have a signed agreement and do not expect to have one soon), there may be issues that need to be decided on a temporary basis before the final hearing. In that situation, you may ask the Court to schedule a *Rule Nisi* temporary hearing. Temporary issues may include child support and custody and visitation with the children while the case is pending.

To schedule a *Rule Nisi* temporary hearing, you should complete a *Rule Nisi* form which has its own separate instructions. If you know you want a temporary hearing when you are getting ready to file your *Answer and Counterclaim*, you can copy, sort, and file the *Rule Nisi* form with your other paperwork. You should take the original copy of the *Rule Nisi* and at least one copy to the office of the judge assigned to your case. The judge's staff will schedule a date for the *Rule Nisi* and fill out that part of the *Rule Nisi* form. Sometimes the judge's staff will mail notice of the hearing date to both parties. However, to be on the safe side, you should also mail a copy of the hearing notice to the Petitioner. Then, you should file a *Certificate of Service* with the Superior Court Clerk's Office (showing that you mailed or delivered proper notice to the Petitioner).

### • Final Hearing

The judges schedule these final hearings in different ways. You should check with the staff for the judge assigned to your case. Sometimes the judge's staff will mail notice of the hearing date to both parties. However, to be on the safe side, you should also mail a copy of the hearing notice to the Petitioner. Then, you should file a *Certificate of Service* with the Superior Court Clerk's Office (showing that you mailed or delivered proper notice to the Petitioner).

### • Before Hearing Dates

Whether temporary or final, you must prepare your case to be presented to the Court before your hearing dates. You are your main witness. You must also gather other evidence (such as documents and photographs), and you must arrange for any other witnesses that you want to have testify at the hearing. You must also prepare the proper documents to be provided to the judge at (or soon after) the hearing.

For a <u>temporary hearing</u>, you may use *Affidavits* from witnesses, so that they do not have to testify in person. However, there are special procedures for this. See *Uniform Superior Court Rule 24.5*. At the <u>final hearing</u>, *Affidavits* are not proper evidence. Your witnesses (if any) must testify in person at the hearing.

Be sure to bring a *Parenting Plan, Domestic Relations Financial Affidavit,* and *Child Support Worksheet* to the hearing. The Cobb County Law Library has materials to help you prepare for the hearings. You should also talk to a lawyer about the hearing to learn more about how to present your case.

PETITIONER,  VERSUS  RESPONDENT.	CIVIL ACTION FILE NUMBER
	ETITION FOR LEGITIMATION AND COUNTERCLAIM FOR AND CHILD SUPPORT
My name is	, and I hereby file this Answer and
Counterclaim for Custody and Child Support as	follows:
	1.
Respondent (CIRCLE ONE: ADMITS (	OR DENIES) the allegations contained in Paragraph 1 of
Petitioner's Petition for Legitimation.	
	2.
Respondent (CIRCLE ONE: ADMITS Of Petitioner's <i>Petition for Legitimation</i> .	OR DENIES) the allegations contained in Paragraph 2 of
Tennoner's Tennon for Legitimation.	3.
Respondent (CIRCLE ONE: ADMITS Of Petitioner's <i>Petition for Legitimation</i> .	OR DENIES) the allegations contained in Paragraph 3 of
	4.
Respondent (CIRCLE ONE: ADMITS Of Petitioner's <i>Petition for Legitimation</i> .	OR DENIES) the allegations contained in Paragraph 4 of
	5.
Respondent (CIRCLE ONE: ADMITS Of Petitioner's <i>Petition for Legitimation</i> .	OR DENIES) the allegations contained in Paragraph 5 of

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 6 of Petitioner's *Petition for Legitimation*.

7.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 7 of Petitioner's *Petition for Legitimation*.

8.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 8 of Petitioner's *Petition for Legitimation*.

9.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 9 of Petitioner's *Petition for Legitimation*.

10.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 10 of Petitioner's *Petition for Legitimation*.

11.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 11 of Petitioner's *Petition for Legitimation*.

12.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 12 of Petitioner's *Petition for Legitimation*.

13.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 13 of Petitioner's *Petition for Legitimation*.

14.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 14 of Petitioner's *Petition for Legitimation*.

Respondent (CIRCLE ONE: ADMITS OR DENIES) the allegations contained in Paragraph 15 of Petitioner's *Petition for Legitimation*.

(Attach additional pages if necessary)

### COUNTERCLAIM FOR CUSTODY AND CHILD SUPPORT

1. Subject Matter Jurisdiction and Vo	enue: This Cou	rt has jurisdictio	n over the subject matter and parties in
this action, and venue is proper in this			
<b>2. Minor Children</b> : The Petitioner and I	are the parents o	of	minor children, listed below:
Name of Child	Sex	Date of	Lives with (Mother, Father,
		Birth	Other)
The children have lived at this address  Children's Past Residences: During  Name of Person		ars, the children	
•	Lived: Durin	g the past five ye	ears, the children have lived with the
following people:	<b>Lived:</b> Durin		
•	Lived: Durin		ears, the children have lived with the rson's Current Address
following people:	Lived: Durin		
	Lived: Durin		

			[Check only one (1) box.]
		(a)	I have never participated as a party or a witness or in any other capacity in any other litigation
			concerning the custody or visitation with the minor children in this or any other state.
		(b)	I have participated in other litigation concerning the custody of the minor children in Georgia
			or another state. The court, case number, and date of any order concerning custody or
			visitation under the other litigation are as follows:
- 0.1 P			
7. Other P	roc	eed	ings That Could Affect Custody or Visitation in This Case:
	_	, ,	[Check only one (1) box.]
	Ш	(a)	I do not have any information of any proceeding that could affect this case, including
			proceedings for enforcement and proceedings relating to family violence, protective orders,
		(1.)	termination of parental rights, and adoptions in this or any other state.
	ш	(b)	I have information about a proceeding that could affect this case, including proceedings for
			enforcement and proceedings relating to family violence, protective orders, termination of
			parental rights, or adoptions in this case or another state. The court, the case number, and the
			nature of the proceeding are as follows:
8. Others (	Cla	imi	ng Custody or Visitation:
			[Check only one (1) box.]
		(a)	I do not know of any other person who is not a party to this case, who has physical custody of
			the children or who claims to have custody or visitation rights with respect to the children.
		(b)	I know of someone who is not a party to this case, who has physical custody of the children
			or who claims to have custody or visitation rights with respect to the children. The names and present addresses of the person(s) are:

6. Other Court Cases About Children:

Name of Person		Person's Current Address		
9. Child Custod	y and Visitation:	I believe that the following custody arrangement is in the best interests of		
the children:				
	[0	Check and complete only one (1) box.]		
	a) The Petitioner and	I should share joint legal custody of the children and I should have		
		custody of the children with the Petitioner having reasonable visitation		
	rights.			
□ (b		legal custody and primary physical custody of the children with the		
		reasonable visitation rights.		
□ (c		legal custody and primary physical custody with the Petitioner having		
	limited, supervised	d visitation rights with the children for the following reasons:		
□ (d	l) I should have sole	legal custody and physical custody with the Petitioner having no visitation		
	rights with the chi	ldren for the following reasons:		
<b>-</b>				
⊔ (e	e) Other:			

10. Child Sup	por	ort:	
		[Check and complete only one (1) box.]	
	(a)	) The Petitioner has income or is capable of earning sufficient money t	to support the minor
		children. Based on the Petitioner's gross income of \$	per month, and
		the Georgia Child Support Guidelines (O.C.G.A. § 19-6-15), the Peti	tioner should pay an
		amount of support between \$ and \$	per month.
	(b)	) Based on my gross income of \$ per month, and	d the Georgia Child
		Support Guidelines (O.C.G.A. § 19-6-15), I can pay the Petitioner an	amount of child support
		between \$ and \$ per mo	nth.
11. Health In	sura	rance for Children:	
		[Check only one (1) box.]	
	(a)	) The Petitioner should be ordered to maintain a policy for medical, de	ntal, and hospitalization
		insurance for the minor children.	
	(b)	) I already provide health insurance for the children, and the Petitioner	should be required to
		reimburse me for a fair share of the cost each month.	
	(c)	) I am not asking the Court to address this issue in this case.	
12. Other Mo	edic	cal Expenses for Children:	
		[Check only one (1) box.]	
	(a)	) The Petitioner should be responsible for all expenses incurred for the	children's medical,
		dental, and hospital care that are not covered by insurance.	
	(b)	) The Petitioner and I should share the cost of expenses incurred for the	e children's medical,
		dental, and hospital care, that are not covered by insurance.	
	(c)	) I am not asking the Court to address this issue in this case.	
3. Life Insu	ranc	ce Support to Children:	
		[Check only one (1) box.]	

☐ (a) The children depend on the Petitioner for support, and therefore the Petitioner should maintain a policy of insurance on the Petitioner's life, with a face amount of \_\_\_\_, for the benefit of the minor children. The Petitioner should maintain a policy for so long as at least one of the children is a minor or is otherwise entitled to child support.

 $\Box$  (b) I am not asking the Court to address this issue in this case.

### FOR THESE REASONS, I REQUEST THE FOLLOWING RELIEF:

[Check all that apply.]

		) That the custody and visitation for the children be ordered according to Paragraph 9;				
		That child support, health insurance, medical expenses, and life insurance for the support of				
		the children be ordered according to Paragraph 10, 11, 12, and 13;				
		That a Rule Nisi be scheduled by the Court to decide on the relief I have requested;				
	(e)	That the Court order any and all other relief that the Court finds appropriate.				
Signed	this	day of, 20				
		(Sign your name here before notary) Respondent, Self-Represented				
		Respondent's Name (Print or Type):				
		Respondent's Address:				
		Respondent's Telephone Number:				
Sworn to and						
this day	of _					
NOTARY PU	JBLI	$\overline{\mathbf{c}}$				
My Commissi (Notary Seal)	on E	xpires:				

Petitioner:			
and		Civil Action File No.:	
Respondent:			
	VER	RIFICATION	
I,		, personally appeared before the	
undersigned Notary Public, and dec	lare under oa	ath that I am the Respondent in the above-styled action	
and that the facts stated in the foreg	oing Respon	dent's Answer to Petitioner's Petition for Legitimation	
and Counterclaim for Custody and	Child Suppo	rt are true and correct to the best of my knowledge.	
Signed this	day of	, 20	
	(Sign your	name here before notary) Respondent, Self-Represented	
	Responder	nt's Name (Print or Type):	
	Responder	nt's Address:	
	Responder	nt's Telephone Number:	
Sworn to and affirmed before me this day of	, 20		
NOTARY PUBLIC My Commission Expires:(Notary Seal)			

PETITIONER, VERSUS	Civil Action File Number ————
RESPONDENT.	
<u>Certifi</u>	CATE OF SERVICE
This document certifies that on	
following documents:	
*	tioner's Petition for Legitimation and and Child Support and Verification
☐ first class mail	
☐ certified mail and return receipt v	vas requested
The documents were addressed as follows:	
Signed this day of	
, ,	name here before notary) Respondent, Self-Represented
	nt's Name (Print or Type):
•	nt's Address:
Responder	nt's Telephone Number:
Sworn to and affirmed before me this day of, 20	
NOTARY PUBLIC My Commission Expires: (Notary Seal)	