Once the documents appear in order and ready to file stamp, then you will be asked to simply initial out beside the below questions on this letter.

1. I HAVE decided on my own to file as a Pro Se Litigant _____
2. I HAVE decided on my own and with no threats, nor have I been persuaded by anyone NOT to hire an Attorney _____
3. I HAVE NOT been advised by anyone in the Hart County Clerk of Superior Court Office to file as a Pro Se litigant _____
4. I HAVE NOT been given any legal advice by anyone from the Hart County Clerk of Superior Court Office _____
5. I HAVE NOT asked anyone nor has anyone in the Hart County Clerk of Superior Court Office provided me with any of the legal forms with the exception of the Standing Order and the letter titled Pro Se Litigant _____
6. I HAVE NOT paid or consulted anyone outside the Hart County Clerk of Superior Court Office (ie: Attorney, Friends, Family, etc) for legal advice involving this filing _____
7. I HAVE, to the best of my knowledge, all the documents that I need to file this case. I am ready to file said case. I understand that I am filing this case in Hart County Superior Court. I understand that I am responsible for knowing what documents I am to file _____

I consent that I have read or had this letter read to me and I understand said letter I have on my own accord read the above questions and have initialed out beside all questions.

_____ (Affiant)

_____

_____ (Address, City, State)

Phone (required)_____

I have advised the Pro Se Litigant of this letter and have asked them to read the Letter and the questions and if they agree with the questions then initial out beside said questions.

_____ Deputy Clerk

_____ Deputy Clerk

This ___ day of _____, 20____.

Sincerely,

Frankie Gray, Clerk
Hart County Superior Court

Office of Clerk Superior Court
Hart County
Frankie H. Gray, Clerk

PO Box 386
Hartwell, Ga 30643
Phone: 706.376.7189
Fax: 706.376.1277

NOTICE TO PRO SE LAW SUIT LITIGANTS

You are about to file a petition for a law suit pro se, that is representing yourself without the benefit of any attorney's training and experience. The procedure for filing a law suit is not a simple matter. The Law requires certain steps to be followed, certain papers to be filed, and certain evidence to be presented in order to authorize a court to grant an order. Therefore, although you have the right to represent yourself, we strongly urge you to consult with an attorney in this matter.

If you represent yourself, you alone are responsible for knowing and following the correct procedures. If you fail to follow the correct procedures, your case may be dismissed by the court. In that event, the fees you paid to file the papers will be lost.
The Office of the Clerk of Court is an administrative office charged with the duties of receiving and filing papers required to be filed with the court, recording judgments, and maintaining indexes. No member of this office is qualified or licensed to practice law. State law forbids any person other than a duly licensed attorney at law to render or furnish legal service or advice. Therefore, no one in this office will be able to answer any questions you may have regarding the correct procedures to follow. The judges of the Superior Court must remain impartial, and may not practice law. Therefore, neither judges nor any member of their staffs will be able to answer any questions you may have regarding the correct procedures to follow.
If you are uncertain of the procedures to follow, you should not file your papers until you have resolved those uncertainties.

If you intend to file a law suit without the benefit of any attorney's representation, you must answer, under oath, the questions on the back of this page, which are required under court order.

Thank you for your attention in this matter.

Sincerely,

Frankie Gray, Clerk
Hart County Superior Court

Office of Clerk Superior Court
Hart County
Frankie H. Gray, Clerk

PO Box 386
Hartwell, Ga 30643
Phone: 706.376.7189
Fax: 706.376.1277

March 6, 2015

To: Pro Se Litigant

REF: Pro Se Filing of Documents

At this point I assume that you have decided not to seek the advice of an Attorney and you are attempting to file a Legal Document in the Hart County Clerk of Superior Court office and you are attempting to file said document yourself which is known as filing as a Pro Se Litigant. You have further been given a copy of a letter from this office advising you of filing as a Pro Se Litigant. PLEASE READ THIS DOCUMENT CAREFULLY.

I want you to be aware that it is illegal for anyone in this office, or in the public for that matter, to give any Legal advice to anyone that is filing documents as a Pro Se Litigant. This basically means that they cannot tell you what forms you have to file and they cannot give you copies of any of the Legal documents. They will however give you a copy of three websites that you may go to on the internet to help you find forms. If you do not have the internet you may visit the Hart County Library, for they have public computers.

If and when you get your forms completed and bring them to this office, if possible two staff members will look over the forms and if they see that they are not complete, they may not file them for you but will simply tell you to step outside and look over the forms again.

When you are ready to file the forms and they appear to be ready for filing two staff members will look over them again.

REMEMBER THEY CANNOT GIVE YOU LEGAL ADVICE!!!

www.southernjudicialcircuit.com
www.co.dekalb.ga.us/dekalbflic
www.legalzoom.com

Filing Fee ---- $207.50
Sheriff Service --- $50.00
Total ---$257.50