

THE ADMINISTRATIVE OFFICE OF THE COURTS
SUITE 300
244 WASHINGTON STREET, S.W.
ATLANTA, GEORGIA 30334-5900
404-656-5171
FAX: 404-651-6449

NOTIFICATION OF CHANGE IN MAGISTRATE COURT PERSONNEL

In accordance with the Uniform Rules for Magistrates Courts: Rule 13. Notice of selection of magistrates, constables and clerks of magistrate court. Whenever a magistrate, constable, or clerk (but not deputy clerks) of the magistrate court shall take the oath required for office in O.C.G.A. § 15-10-3, the chief magistrate shall forward to the Administrative Office of the Courts the name and title of the person taking the oath; the name of the person being succeeded; the term of office, if appropriate; the date assuming duties; and the address and telephone number the official wishes to use for business correspondence.

CHIEF MAGISTRATE **SENIOR MAGISTRATE** **MAGISTRATE**
CHIEF CLERK **DEPUTY CLERK** **CLERK** **CONSTABLE**

COUNTY _____

NAME _____

ADDRESS _____

PHONE(____) _____ **FAX** (____) _____

EMAIL _____

GENDER: **Female** **Male** **FULL-TIME** **PART-TIME**

ATTORNEY: **Yes** **No**

ELECTION/APPOINTMENT DATE: _____ **TERM from** _____ **to** _____

REAPPOINTMENT: **Yes** **No** **TERM from:** _____ **to** _____

Replacing someone? _____ **If So, Who?** _____

Has this person ever served as a magistrate? If so, when and in what county? _____

(Optional) **Are you Spanish/Hispanic/Latino** **Yes** **No**

(Optional): RACE **African American (Black)** **Asian \ Pacific**

Euro American (White) **American Indian or Alaska Native**

Fax or mail this form to the Administrative Office of the Courts at the contact information above.

Submitted by: **NAME** _____

ADDRESS _____

PHONE # _____