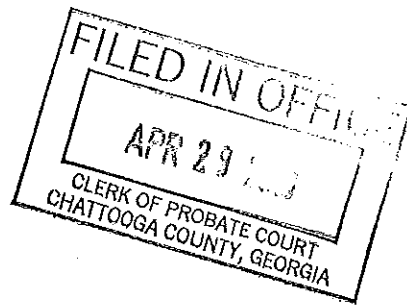


FILED IN OFFICE

APR 29 2016

CLERK OF PROBATE COURT
CHATTOOGA COUNTY, GEORGIA
**IN THE PROBATE COURT OF
CHATTOOGA COUNTY
STATE OF GEORGIA**



RE: PREPARATION OF DOCUMENTS

ORDER

This Court finds that pursuant to Uniform Probate Court Rule 5.6, it is the decision of each probate court to determine whose responsibility it shall be to prepare a proper citation and other Court forms.

Further, unless responsibility is assumed by the probate court, it is the duty of the petitioner or counsel for petitioner to see that citations are delivered to the appropriate sheriff's office or to provide to the court a properly addressed envelope, addressed to each interested party, with the return address of the probate court.

Further, this Court further finds that pursuant to Uniform Probate Court Rule 5.6(E), the court may determine whose responsibility it shall be to deliver citations to the legal newspaper of the county.

IT IS HEREBY ORDERED that each petitioner or counsel for petitioner shall be responsible for completing documents and Court forms to the extent that the required information is with the petitioner's knowledge and that the Probate Court of Chattooga County does not specifically assume the responsibilities allowed in Uniform Probate Court Rule 5.6.

IT IS FURTHER ORDERED that each petitioner and his or her counsel shall be responsible for completing a citation for the Court's consideration.

IT IS FURTHER ORDERED that each petitioner and his or her counsel shall be responsible for the delivery of all citations and required service copies which must be personally served to the proper sheriff's office or special agent.

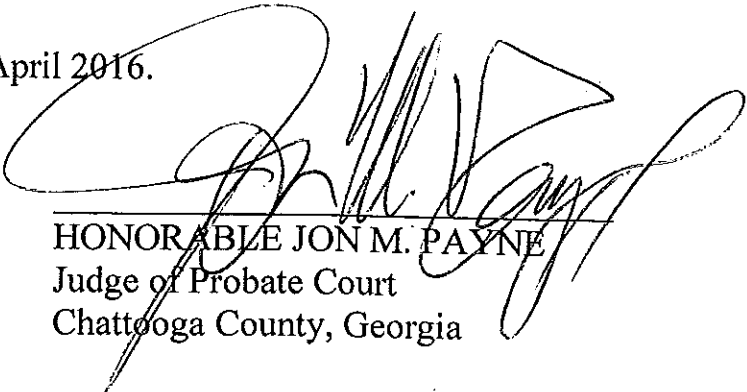
IT IS FURTHER ORDERED that each petitioner and his or her counsel shall be responsible for the preparation of a properly addressed envelope, either first-class mail or certified, as the case may be, addressed to each interested party, with the return address of the probate court for each party to be served via mail. This Court

reserves the right to require a petitioner to provide proper postage at the time of filing.

IT IS FURTHER ORDERED that each petitioner and his or her counsel shall be responsible for the delivery of citations to the appropriate legal newspaper of the county.

IT IS FURTHER ORDERED that each petitioner or petitioner's counsel in any matter that is unopposed after service of all interested parties has been completed shall present a proposed final order and any other documents needed to complete said matter.

SO ORDERED, this ¹²~~11~~ day of April 2016.



HONORABLE JON M. PAYNE
Judge of Probate Court
Chattooga County, Georgia