

IN THE SUPERIOR COURTS OF CHATTAHOOCHEE, HARRIS,  
MARION, MUSCOGEE, TALBOT, AND TAYLOR COUNTIES  
STATE OF GEORGIA

GEORGIA, MUSCOGEE COUNTY  
SUPERIOR/STATE COURT  
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09/23/2025 3:44:13 PM  
DANIELLE F. FORTE, CLERK

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*Ex Parte* No. 2025-229

**STANDING ORDER FOR CIVIL ACTION / DOMESTIC RELATIONS**

**A. Applicability**

This Standing Order is applicable to all parties (plaintiff, defendant or other) in any Civil Action or Domestic Relations action (case) plus their agents, servants, employees, and any other persons acting in concert with them. Domestic Relations cases means all cases defined by O.C.G.A. § 19-9-1 and includes divorce, annulment, child custody, separate maintenance, and child support cases. This Order applies to a party immediately from the time notice has been provided to that party. A copy of this Notice shall be served upon ALL PARTIES by Plaintiff or Plaintiff's counsel at the time initial service of process is perfected upon each other party to the litigation.

**B. Failure to abide by the terms of this Standing Order**

Failure to follow and abide by the terms included herein, or any Court order, may result in sanctions or penalties as provided by statute, rule or authority of the Court, including a finding of contempt by the Court, and/or taxation of costs or attorney fees and /or the imposition of monetary or other sanctions.

**C. Mutual Restraining Order as to Persons**

All parties and others to whom this order applies in any Domestic Relations case are hereby enjoined and restrained from doing or attempting to do, or threatening to do any act injuring, maltreating, vilifying, molesting or harassing the adverse party or the child(ren) of the parties. This applies to all direct actions and indirect actions by a person, i.e. having someone else contact the opposing party for said purposes.

**D. Mutual Restraining Order as to Property, Assets and Obligations**

Each party and all others to whom this order applies in any Domestic Relations case are prohibited from selling, encumbering, trading, contracting to sell, damaging, hiding, relocating or otherwise disposing of or removing from the jurisdiction of the court any property belonging to either or both of the parties, except in the ordinary course of business.

Each party and all others to whom this order applies in any Domestic Relations case are prohibited from cancelling or causing to be cancelled, or making any changes to any provisions of policies of health, dental, life, automobile, or long term disability insurance policies existing as of the date of the filing of any domestic relations action, to include changing of any beneficiary upon service of this Standing Order, until further order of the Court. (This does not include cancellations due to the actions of the policy provider outside of the control of a party.)

Each party is hereby enjoined and restrained and prohibited from cancelling or causing to be cancelled any utility accounts or phone accounts for a residence occupied by a party or a phone used by a party. This does not include any cancellation or interruption in service for already past due accounts at the time of filing, and/or other reasons of the provider beyond the control of the parties.

**E. No Child(ren) of the parties involved shall be removed from the jurisdiction of the court**

All parties and all others to whom this order applies are prohibited from unilaterally causing or permitting the minor child or children of the parties to be removed from the jurisdiction of the court for the purposes of temporary or permanent relocation or hiding of the child or children without permission of the court, except in the event of an emergency which has been created by the other party to the action, or from being removed from the United States for any reason. This provision does not apply in cases in which an existing written parenting plan has been established and ordered in a prior case.

## F. Financial information to be provided

In any domestic relations action pending as of January 1, 2007, or filed thereafter in which child support is an issue, whether contested or not, the worksheet and schedules required under O.C.G.A. § 19-6-15 and by Uniform Superior Court Rule 24.2, as amended, are required to be submitted to the opposing counsel, the opposing party or the court, and are to be filed at or before the times set forth in Rule 24.2.

In any domestic relations actions filed in this Court, in which a party is seeking financial relief from the court, whether on a temporary or permanent basis, of whatever kind or nature, the party seeking said relief shall file the domestic relations financial affidavit required by Uniform Superior Court Rule 24.2, at or before the times set forth in said rule. Failure to do so by the party seeking financial relief, other than for good cause shown to the Court (as in the event of an emergency), may result in the Court's continuance of the matter as a penalty until the requirements of Rule 24.2 shall have been met with proper filing and notice to opposing counsel, or party. No party may use this provision of this Order, or the Rules of the Superior Court, to avoid a hearing or seek a continuance by failing to file the affidavit and/or worksheets as the respondent to a motion for financial relief.

The scheduling rules for filing include:

At least five (5) days prior to any hearing or mediation involving financial matters, whether or not an answer has been filed, each party shall serve upon the other the following documents:

- a. Domestic Relations Financial Affidavit
- b. Child Support Worksheet if child support is being sought.

## G. Requirement for Mediation for Civil and Domestic Actions

All parties in contested civil and domestic relations actions in the Superior Courts of the Chattahoochee Judicial Circuit shall participate in mediation prior to a final hearing on the matter except in actions for name changes, legitimation, annulment, paternity, forfeiture of bonds, declaratory relief, child support enforcement, civil or criminal contempt, validation of bonds or for cases filed under the Family Violence Act (O.C.G.A. section 19-13-1, et seq.), or in habeas corpus and extraordinary writs. **Pro Se Plaintiffs or Plaintiff's attorney shall submit a mediation order for the court to approve as soon as practical, however in no event shall said submission occur later than three (3) business days upon the expiration of the statutory discovery period.**

So ORDERED this 23<sup>rd</sup> day of September, 2025.



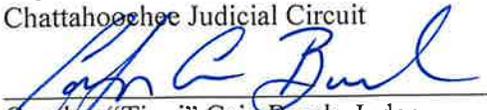
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Superior Court  
Chattahoochee Judicial Circuit



Bemon G. McBride, III, Judge  
Superior Court  
Chattahoochee Judicial Circuit



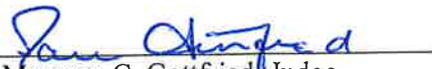
John T. Martin, Sr., Judge  
Superior Court  
Chattahoochee Judicial Circuit



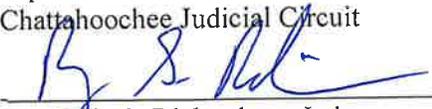
Carolyn "Tippi" Cain Burch, Judge  
Superior Court  
Chattahoochee Judicial Circuit



Bobby G. Peters, Judge  
Superior Court  
Chattahoochee Judicial Circuit



Maureen C. Gottfried, Judge  
Superior Court  
Chattahoochee Judicial Circuit



Benjamin S. Richardson, Judge  
Superior Court  
Chattahoochee Judicial Circuit