## IN THE SUPERIOR COURT OF CHEROKEE COUNTY BLUE RIDGE JUDICIAL CIRCUIT STATE OF GEORGIA

In the matter of:
Order for Family Violence Forms
(Lay Assistance)

Administration and Procedure

## **ORDER**

Pursuant to O.C.G.A. 19-13-3 (d) "... Cherokee Family Violence Center, Inc. and (CFVP) or social service agency staff members <u>designated by the court</u> may explain to all victims <u>not represented by counsel</u> the procedures for filling out and filing all forms and pleadings necessary for the presentation of their petition [for relief from family violence or stalking] to the court. . . . without cost. . . . The performance of such assistance shall not constitute the practice of law. . ." (Emphasis added)

Therefore, in order to formalize such authorization, and clarify the parameters of such authorization, it is hereby ordered and adjudged as follows:

- 1. That staff members in good and current standing of the Cherokee County Family Violence Center, Inc. are authorized to carry out the duties specified in O.C.G.A. section 19-13-3 (d) and section 16-5-94(e).
- 2. The forms authorized by this order include all those approved by Uniform Superior Court Rules, Appendix A and in addition:
  - a. The following incidental forms:
    - i. Affidavit required under OCGA 19-9-49 where custody is an issue
    - ii. Certification of notice or attempts
    - iii. Dismissal of Temporary/Final Order
    - iv. Extension of Order pending hearing

v. Financial Affidavit under USCR 24.2 where child support/alimony are in issue.

This Order supersedes that Order entered on June 2, 1998, and recorded in Minute Book

156, Page 649.

SO ORDERED this <u>W</u> day of \_

2009.

Frank C. Mills, III, Chief Judge Cherokee County Superior Court Blue Ridge Judicial Circuit

Jackson Harris, Judge

Cherokee County Superior Court
Blue Ridge Judicial Circuit

Ellen McElyea, Judge

Cherokee County Superior Court
Blue Ridge Judicial Circuit