

IN THE MAGISTRATE COURT OF ATHENS-CLARKE COUNTY  
STATE OF GEORGIA

---

Plaintiff

vs.

Civil Action Number: MC-DP \_\_\_\_\_

---

---

---

Defendant(s)

**REQUEST FOR WRIT OF POSSESSION**  
**REQUEST FOR DEFAULT JUDGMENT (IF PERSONAL SERVICE)**

(No Answer; Pre-Hearing)

**A. “Tack & Mail” Service:**

The Defendant was served by “tack & mail” and failed to file an answer. The Plaintiff requests a Writ of Possession. Plaintiff further states (**check only one**):

Defendant made no payments since the date this action was filed; or  
 Defendant made payments totaling \$ \_\_\_\_\_ since the date this action was filed.

**B. Personal Service:**

Defendant was personally served and failed to file an answer. The Plaintiff requests a Writ of Possession and Default Judgment. Plaintiff further states that (**check 2 that apply**):

Defendant made no payments since the date this action was filed **or**  
 Defendant made payments totaling \$ \_\_\_\_\_ since the date this action was filed,  
**AND**  
 Plaintiff waives the hearing and accepts **only** rent listed in affidavit and costs **or**  
 Plaintiff requests a hearing for entry of default judgment.

I CERTIFY:  ***I have delivered;    I will deliver, within 24 hours, a copy to the Defendant.***  
(Check One Above)

---

Signature

---

Print Name

---

Date

**Instructions**

**Use this form if the Defendant has been served, but did not file an Answer in a Dispossessory (eviction) proceeding. Complete Paragraph A when Defendant was served by “tack and mail” service. Complete Paragraph B when Defendant was personally served or served notoriously through someone residing on the premises.**