

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

_____,)
)
 Plaintiff,)
)
 vs.) **Civil Action No.: DR _____**
)
_____,)
)
 Defendant.)

RESPONSE TO THE STANDING ORDER FOR PRODUCTION OF DOCUMENTS

At least five (5) days before any mediation, temporary or final hearing, whichever shall first occur, each party shall be required to serve the following documents to the other party in any proceeding for a request for temporary relief or permanent financial relief including, but not limited to, a request for child support, alimony, equitable division of property, attorney's fees or other financial payments and to file a certificate indicating the required documents were served on the other party, the date of service, and the persons served:

1. Completed Domestic Relations Financial Affidavit as provided in the mandatory discovery provisions and pursuant to U.S.C.R. 24.2.

I _____ my completed financial affidavit to The Mediation Center on _____.

I will bring my financial affidavit to the in-person mediation.

Other: _____

2. All federal and state income tax returns, gift tax returns, and intangible and personal property tax returns filed by the party or on the party's behalf for the past three (3) years. All tax returns shall include all schedules filed with such return and any IRS forms W-2, 1099, or K-1 filed with such return.

I have _____ my tax returns for years _____ to
The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

3. IRS forms W-2, 1099, and K-1 forms for any of the past three (3) years, if the income tax return for that year has not been filed. Also, if such income tax return has not been prepared, a year-ending pay stub received from the party's employer should be provided.

I have _____ my W-2s for years _____
to The Mediation Center on the following date: _____.

I have _____ my 1099 for years _____
to The Mediation Center on the following date: _____.

I have _____ my year-end paycheck stub for years _____
to The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

4. Pay stubs or other evidence of earned income for the twelve (12) months prior to the filing of the action, the date of the mediation, or the date of the hearing, whichever is the latest date.

I have _____ my paycheck stubs for the following months _____
_____ to The Mediation Center on the
following date: _____.

I have _____ the following documents showing my income over the last 12
months: _____
_____ to The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

5. A statement by the producing party identifying the amount and source of all income received from all sources during the twelve (12) months preceding the filing of this action if same is not reflected on the pay stubs produced.

I have _____ the following documents showing the amount of source of all my income over the last 12 months:

_____ to The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

6. All loan applications and financial statements prepared or used within the three (3) years preceding the filing date of this action, whether used for the purpose of obtaining or attempting to obtain credit for any other purpose.

I have emailed/mailed the following loan applications and financial statements documents (Name the creditor and date submitted): _____

to The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

7. The most recent statement for any liquid fund assets, including, but not limited to, profit-sharing, 401(k), money market, stocks and securities, bonds, accounts, retirement and pension plans.

I have emailed/mailed the most recent statement for the following:

Profit Sharing	401(k)
Money Market	Stocks and securities
Bonds	IRA account
Pension plan	Military Retirement
Any other liquid fund or retirement accounts	

to The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

8. Corporate, partnership and trust tax returns for the last three (3) tax years, if the producing party has an interest in a corporation, partnership, or trust greater than or equal to thirty (30%) percent.

I have emailed/mailed the following documents to The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

9. All written pre-marital or marital agreements entered into at any time between the parties to this marriage, whether before or during the marriage.

There are no pre-marital or marital agreements between us.

I have emailed/mailed the following documents to The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

10. Any court orders directing a party to pay or receive spousal or child support, even if received from a third party.

I have emailed/mailed the following documents to The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

11. The last two (2) statements for any debts owed by either party.

I have emailed/mailed the following debt statements (Name of Creditor and Date on Statement): _____

to The Mediation Center on the following date: _____.

I will bring the following documents to the in-person mediation: _____

Other: _____

I AM AWARE THAT ANY MATERIALLY FALSE STATEMENT KNOWINGLY MADE HEREIN BY ME WITH THE INTENT TO DEFRAUD OR MISLEAD SHALL SUBJECT ME TO THE PENALTY FOR PERJURY AND MAY BE CONSIDERED A FRAUD UPON THE COURT.

Date: _____

Name,
pro se

Email documents to: domestic@mediationsavannah.com or
Mail documents to: The Mediation Center Attn: Domestic Mediations,
5105 Paulsen Street, Suite 125-D, Savannah, GA 31411
Phone: 912-354-6686; website: www.mediationsavannah.com