



Superior Court of Fulton County
Atlanta Judicial Circuit
Fifth Judicial Administrative District
136 Pryor Street, S.W.
Atlanta, GA 30303

2018 PROCESS SERVER CODE OF CONDUCT

Service of process is the first contact that many individuals will have with the court system. Legal proceedings are often stressful and upsetting to the parties involved. In order to respect the rights of the public and to promote efficient, orderly service of process, Superior Court of Fulton County has adopted the following Policy of Statement.

It is the policy of the Superior Court of Fulton County that Process Servers conduct themselves at all times with the utmost professionalism and treat the parties to be served with dignity and courtesy.

In order to achieve these goals, the Court requires that the following specific rules be observed by Process Servers:

1. Process servers shall treat parties to be served with respect and courtesy. As such, process servers should refrain from behaving in a threatening or abusive manner and should avoid physical contact with the parties.
2. Process servers should refrain from using threatening or vulgar language while serving process.
3. Process servers should refrain from attempting to forcibly enter the home or business or other property of a party to be served.
4. Process servers shall not serve process while they are under the influence of alcohol or drugs.
5. Process servers shall not carry weapons or firearms while serving process except to the extent authorized by law.

I have read and understand the foregoing Policy of Statement regarding the Conduct of Process Servers, and I agree to comply with the specific rules as well as the general intent of this statement. I understand that a violation of these rules can lead to my removal from the list of Process Servers for the Superior Court of Fulton County.

Signature

Date