



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

FULTON COUNTY SUPERIOR COURT
2022 PROCESS SERVER COVER LETTER AND CERTIFICATION

DATE: _____

TO: Superior Court of Fulton County Process Server Review Panel

FROM: _____

RE: Process Server Application Cover Letter

Attached is my completed 2022 Process Server Application. I have completed the following requirements:

- Completed Fulton County Superior Court Process Server Application
- Legible copy of valid Georgia Driver's License
- Certificate of completion of the Georgia Process Servers 12-Hour Pre-Certification Training or Recertification Training
- Certificate of completion of the Georgia Process Servers 5-Hour Continuing Education Training (If Applicable)
- Proof of passing score on the Georgia Certified Process Server State Examination
- Submittal of a named-based criminal background check completed within 2 weeks of application (Document must bear official stamp or seal)
- Signed Process Server Code of Conduct
- State Bar of Georgia endorsement

CERTIFICATION

I certify that all information given in this biographical sketch is true and correct to the best of my knowledge and belief. I hereby authorize Superior Court of Fulton County to verify any information contained in this application or supporting supplements to this document. I understand the Superior Court has the **DISCRETION TO APPROVE, WITHHOLD OR REVOKE, MY STATUS AS A PROCESS SERVER FOR SUPERIOR COURT OF FULTON COUNTY.**

Signature: _____ Date: _____