

# R.E.A.C.H. Clinic



## CASE TYPES



### SMALL CLAIMS

A civil lawsuit for money damages of \$15,000 or less. The plaintiff brings the action against the defendant.



### GARNISHMENTS

A legal process that allows a creditor to collect a debt by taking money directly from the debtor's paycheck or bank.



### WARRANT APPLICATIONS

A private citizen asks the Court to issue an arrest warrant for someone who has allegedly committed a crime.

## OUR MISSION

To increase informed access to the court by providing legal information, community referrals, & navigational services to those without an attorney.

## HOURS

**Monday to Friday**

9 AM to 12 PM

1 PM to 4 PM



## DO I NEED A LAWYER?



It is a good idea to have a lawyer to represent you. But it is not always necessary or possible.

### You may need a lawyer if...

- You want legal advice.
- You want to discuss case strategies
- You have a complicated case.
- You want a confidential attorney-client relationship.

## MEET WITH US!

We take walk-ins & appointments



**PHONE**  
404 - 613 - 9307



**EMAIL**  
Magistrate.SelfHelp@FultonCountyGA.gov



**IN-PERSON**  
185 Shirley C. Franklin Blvd., SW  
Atlanta, GA 30303



**WEBSITE**  
www.MagistrateFulton.Org



*Thank You!*

**CHIEF MAGISTRATE JUDGE**  
Cassandra Kirk

## ABOUT US

We offer free legal information and court navigation services to people without an attorney - on both sides of a case. Our Legal Navigators can help you understand your legal rights and options.

## GET HELP WITH



- Finding a Lawyer
- Understanding documents
- Finding & completing forms
- Preparing for court
- Serving court papers

## CASES WE HANDLE

- Small Claims
- Garnishments
- Warrant Applications

**Disclaimer:** The information in this pamphlet is not legal advice. It is intended to give a general description of the services available through the R.E.A.C.H. Clinic. Consult an attorney for legal advice about your case.

## KEY LEGAL DEFINITIONS

**Calendar:** A list, in alphabetical order, of all the cases in each courtroom every day.

**Affidavit:** A written statement that someone swears to under oath in front of someone that is legally authorized, like a judge or notary public.

**Default Judgment:** A court decision in favor of the plaintiff when the defendant doesn't answer or go to court when they're supposed to attend.

**Dismiss WITH Prejudice:** When a court dismisses a case and will not allow another suit to be filed on the same claim in the future.

**Dismiss WITHOUT Prejudice:** When a court dismisses a case but will allow other suits to be filed on the same claim.

**Defendant:** In a civil case, the person or organization sued by the plaintiff. In a criminal case, the person accused of the crime.

**Evidence:** Any proof legally presented at trial through witnesses, records, and/or exhibits.

**Exhibit:** A document or an object shown and identified in court as evidence in a case.

**Hearsay:** Statements by a witness that did not see or hear the incident in question but heard about it from someone else.

**Judgment:** The court's official decision resolving the dispute between the parties to a lawsuit.

**Judgment Creditor:** The party who won a money judgment.

**Judgment Debtor:** The party that the judgment has been entered against.

**Litigants:** The parties (sides) involved in a lawsuit.

**Mediation:** A process in which a neutral person helps people who have a dispute reach an agreement.

**Motion:** An oral or written request that a party makes to the court for a ruling or an order on a particular point.

**Plaintiff:** A person that brings an action; the party that complains or sues in a civil case.

**Subpoena:** An official order to go to court at a stated time.

## INFORM, ENGAGE, AND EMPOWER OUR COMMUNITY

### WE CAN EXPLAIN HOW TO:



- Fill out & file court papers
- Navigate court rules
- Start or respond a legal case
- Serve court papers
- Appeal a legal case
- Collect a judgement
- Find a free or low cost attorney
- Get legal information

### WE CANNOT GIVE YOU:



- Legal advice on your case
- Opinions about court employees, private attorneys, or a judge's decision
- Advice on whether to sue in court
- Advice on what to put in a court form

### COMMUNITY RESOURCES



**Father's Incorporated**

- (770) 804 - 9800

**Georgia Justice Project**

- (404) 827 - 0027

**Justice Center of Atlanta**

- 404-523-8236

**Nat'l Assoc. on Mental Health: Georgia**

- (770) 234 - 0855 & (770) 408 - 0625

**Partnership Against Domestic Violence**

- (404) 873- -1766

**Southern Center for Human Rights**

- (404) 688 - 1202

**The Warrior Alliance**

- (404) 210 - 1776

**United Way of Greater Atlanta**

- (404) 527 - 7200

### HIRE AN ATTORNEY



**Atlanta Bar Association Lawyer Referral**

- (404) 521 - 0777

**Atlanta Legal Aid Society**

- (404) 524 - 5811

**Atlanta Volunteer Lawyers Foundation**

- (404) 521 - 0790

**Catholic Charities**

- (770) 429-2369

**Georgia Asylum & Immigration Network**

- (678) 335 - 6040

**Georgia Legal Services**

- (404) 206 - 5175

**Georgia Senior Legal Hotline**

- (404) 657 - 9915

**Elderly Legal Assistance Program**

- (404) 463 - 3333

**Senior Legal Services Program**

- (404) 612 - 4544

**State Bar of Georgia**

- (404) 527 - 7200

### GOVERNMENT RESOURCES



**Clerk of Magistrate Court**

- (404) 613 - 5360

**District Attorney's Office (Felony)**

- (404) 612 - 4981

**Georgia Child Support Commission**

- 1 (800) 694 - 2347

**Interpreter Requests**

- (404) 613 - 9071

**Justice Resource Center**

- (404) 612 - 2789 & (404) 612 - 4544

**Marshal Department**

- (404) 612 - 4451

**Public Defender's Office**

- (404) 612 - 5419

**Solicitor-General's Office (Misdemeanor)**

- (404) 612 - 4800

**State Bar of Georgia**

- (404) 527 - 7200

**Superior Court Family Division**

- (404) 612 - 0505