## REQUEST FORM TO PROCEED IN FORMA PAUPERIS CIVIL ACTION INSTRUCTIONS – READ CAREFULLY

NOTE: O.C.G.A. § 9-10-14 (a) requires the proper use of this form and failure to use this form as required will result in the clerk of any court refusing to accept the action for filing.

- 1. Any action filed by an inmate of a state or local penal or correctional institution against the state or a local government or against any agency or officer of a state or local government must be filed on the appropriate form or forms promulgated by the Administrative Office of the Courts of Georgia.
- 2. These forms may be obtained at the Administrative Office of the Courts website, directly from the Administrative Office of the Courts upon written request, or from the Administrative Office of the Courts through the head of the institution in which the inmate is incarcerated.
- 3. This application must be legibly handwritten or typewritten and signed by the petitioner. Any false statement of a material fact may serve as the basis for sanctions or prosecution for perjury. All questions must be answered concisely in the proper space on the form.
- 4. O.C.G.A. § 42-12-1 et seq. provides that an inmate's institutional account shall be frozen, and funds seized for court costs and fees. Additionally, the filing of frivolous litigation shall result in a deduction from such account.
- 4. This affidavit of indigency must be accompanied by a certification from the institution wherein the inmate is incarcerated that the financial statement correctly states the amount of funds in any and all custodial accounts held with the institution.
- 5. Any request form to proceed in forma pauperis which does not conform to these instructions will not be accepted or filed.
- 6. In no event shall a prisoner file any action in forma pauperis in any court of this state if the prisoner has, on three or more prior occasions while he or she was incarcerated or detained in any facility, filed any action in any court of this state that was subsequently dismissed on the grounds that such action was frivolous or malicious, unless the prisoner is under imminent danger of serious physical injury. O.C.G.A. § 42-12-7.2.



## IN THE SUPERIOR COURT OF \_\_\_\_\_\_ STATE OF GEORGIA

	Plaintiff, Inmate Number	Civil Action No.
	, vs.	Nature of Action:
	, Defendant(s)	
	REQUEST TO PROCEE	ED IN FORMA PAUPERIS
case; there secur	that in support of my request to proceed without fore, I state that because of my poverty I am rity therefore; that I believe I am entitled to reduct the swear that the responses which I have made	e to questions and instructions below are true.
1.	Are you presently employed?   If the answer is "Yes," state the amount of the answer is "Yes," and "Yes," a	es
	If the answer is "No," state the date wages per month which you receive	e of last employment and the amount of the salary and ed:
3.	Have you received within the past 12 month Business, profession, or form of self Pensions, annuities, or life insurance	VALUE OF THE TAX

		Rent payments, interest, or dividends?	☐ Yes	□ No	
		Gifts or inheritances?	☐ Yes	□ No	
		Any other sources?	☐ Yes	□ No	
		If the answer to any of the above is "Yes," des	cribe each source of	of money and state the	
		amount received from each source during the p	past 12 months:		
4.	Do you own any cash, or do you have money in a checking or savings account? (Include any				
	funds	in prison accounts):	□ No		
		If the answer is "Yes," state the total value of t	the items owned: _		
5.	Do you own any real estate, stocks, bonds, notes, automobiles, or other valuable property				
	(exclu	uding ordinary household furnishings and clothing	g)?	□ No	
		If the answer is "Yes," describe the property as	nd state its approxi	mate value:	
6.	List the persons who are dependent upon you for financial support, state your relationship to such				
	persons, and indicate how you contribute toward their support:				
I unde	erstand t	hat a false statement or answer to any question in	this affidavit will	subject me to penalties	
for pe	rjury an	d that state law provides as follows:			
	a.	A person to whom a lawful oath or affirmation of perjury when, in a judicial proceeding, he o statement material to the issue on point in ques	r she knowingly an		
	b.	A person convicted of the offense of perjury s \$1,000 or by imprisonment for not less than one \$ 16-10-70.			
		Signature of Plaintiff	Á	- Date	

VERIFICATION				
statements contained in this affidavit	, do swear and affirm under are true. I further attest that this application ause unnecessary delay or needless increase.	ation for in forma pauperis		
verify that the answers I have given are in it on my information and belief, and	ow the content of the above request to pre- true of my own knowledge, except as to las to those matters, I believe them to be to the penalties for giving any false informa	those matters that are stated rue. I have read the perjury		
	Signature of Affiant Plaintiff	Date		
Sworn to and subscribed before me this day of, 20				
Notary Public or Other Person Authorized to A	Administer Oaths			

Please note that under O.C.G.A. § 42-12-5, service of an affidavit in forma pauperis, including all attachments, shall be made upon the court and all named defendants. Failure by the prisoner to comply with this Code section shall result in dismissal without prejudice of the prisoner's action.



THIS FORM IS TO BE COMPLETED ONLY BY AN AUTHORIZED INDIVIDUAL AT THE INSTITUTION WHERE THE INMATE PLAINTIFF IS PRESENTLY INCARCERATED, OR HIS OR HER DESIGNEE.

CERTIFICATION				
I hereby certify that the plaintiff herein,	,			
has an average monthly balance for the last 12 months of \$	on account at the			
institution where confined. (If no	ot confined for a full 12			
months, specify the number of months confined. Then compute the average mon	thly balance on that			
number of months.)				
I further certify that plaintiff likewise has the following securities accordi	ing to the records of said			
institution:				
Authorized Officer of Institution	Date			

NOTE: Please attach a copy of the prisoner's inmate account of the last 12 months or the period of incarceration (whichever is less).

