

PRIMARY NOTICE

As you know, your status as an active Permanent Process Server for Cobb County Superior Court will turn inactive as of January 4, 2019. If you would like to extend your appointment through January 4, 2020, please indicate so by signing below and returning this form and a notarized copy of the attached form to the address listed below. Once our office receives your request, and the background information is verified we will issue another order allowing you to remain an active process server for our court through January 4, 2020.

Yes, I _____ (please print name), request that my term as a Permanent Process Server for Cobb County Superior Court be extended through January 4, 2020.

Signature

Date

Phone # to be posted on website

Email address to be posted on website

Company Name – to be posted on website (Optional)

Please return this form and notarized copy of the attached form to:

Kimberley L. Hicks
Cobb County Superior Court Administration
70 Haynes Street
Marietta, GA 30090-9642