



Judicial Council of Georgia

CERTIFIED PROCESS SERVER RENEWAL APPLICATION

1. Name _____
(Last Name) (First Name) (Middle Initial)

2. Address _____
City _____ State _____ Zip Code _____

3. Work Telephone () _____ 4. Alternate Telephone () _____

5. Date of Birth _____ 6. Race (optional) _____ 7. Gender (optional) _____

8. Email address _____

9. Are you now, or have you ever been, licensed to carry a firearm in this or any other state?
 Yes No

10. If yes to Question 9, for each indicate the state, the corresponding license number, and the issuance date (*attach additional sheets as necessary*):

11. Have you been disciplined by any state, national, or federal licensing agency or authority which regulates any profession Yes No (If yes, please attach an explanation)

12. Have you ever been convicted of, or have entered a plea of nolo contendere to, or been granted first offender treatment upon being charged with (1) any criminal offense other than a traffic violation or (2) any traffic violation that involved driving under the influence of alcohol or drugs, homicide or feticide by vehicle, fleeing the scene of an accident, attempting to elude a police officer, or impersonating a law enforcement officer? Yes No (*If yes, please attach an explanation*)

I hereby swear that all information I have provided on this application and any attached explanations and accompanying forms are true, complete, and correct. I understand that any information provided by me that the certifying sheriff or Georgia Sheriff's Association finds to be false, incomplete, or misrepresented in any respect are grounds for denial of a certificate and, if discovered after certification, are grounds for disciplinary actions, up to and including prosecution and revocation of my certificate.

Signature _____ **Date** _____

Required Attachments:

- Certificates of Completion of the required annual 5 hour Continuing Education
- Copy of the annual commercial surety bond or proof of Errors and Omissions Insurance Coverage
- Copy of Certified Process Server ID card
- Copy of Driver's License
- \$80 application fee (money order or cashier's check)
- Proof of completion of a fingerprint based criminal background check