

**GENERAL ANSWER AND COUNTERCLAIM
HOW TO FILE YOUR RESPONSE**

1. Double check that you have signed all of your documents.
2. A notary is available at the Clerk's office and you should wait until you are in front of a notary before you sign these documents.
3. Make 2 copies of all your signed documents.
4. Go to the clerk of Superior Court and have the clerk stamp all 3 copies of your Answer, Verification and Certificate of Service.
5. The clerk will keep the originals. One copy is yours to keep.
6. Mail a copy of the Answer to the other side. You may send it by regular 1st class mail, U.S. Postal Service.
7. Wait for notice of a court date or request for additional information from the court or from the other side.

Courthouse Information

Gwinnett Justice and Administration Center
ATTN: Clerk of Superior Court
75 Langley Drive
Lawrenceville, GA 30046
Tel: (770) 822-8100

IN THE SUPERIOR COURT OF GWINNETT COUNTY
STATE OF GEORGIA

Plaintiff,
v.

Defendant.

Civil Action
File No.: _____

ANSWER
 AND COUNTERCLAIM

I am the named Defendant in this case and am representing myself. In response to each of the numbered paragraphs of the Plaintiff's *Complaint* or *Petition*, I state as follows: *(Check only one answer to match each paragraph of the Complaint or Petition; whenever you choose the "partly true" answer, you must explain on the lines about what is true and what is false.)*

1. The allegations of Paragraph One are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know the truth of the matter partly true and partly untrue, specifically as follows:

2. The allegations of Paragraph Two are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know the truth of the matter partly true and partly untrue, specifically as follows:

3. The allegations of Paragraph Three are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

4. The allegations of Paragraph Four are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

5. The allegations of Paragraph Five are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

6. The allegations of Paragraph Six are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

7. The allegations of Paragraph Seven are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

8. The allegations of Paragraph Eight are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

9. The allegations of Paragraph Nine are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

10. The allegations of Paragraph Ten are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

11. The allegations of Paragraph Eleven are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

12. The allegations of Paragraph Twelve are: admitted as true denied as untrue
 neither admitted nor denied because I do not have enough information to know
the truth of the matter partly true and partly untrue, specifically as follows:

13. The allegations of Paragraph Thirteen are: admitted as true denied as
untrue neither admitted nor denied because I do not have enough information to
know the truth of the matter partly true and partly untrue, specifically as
follows:

14. The allegations of Paragraph Fourteen are: admitted as true denied as
untrue neither admitted nor denied because I do not have enough information to
know the truth of the matter partly true and partly untrue, specifically as
follows:

15. The allegations of Paragraph Fifteen are: admitted as true denied as untrue neither admitted nor denied because I do not have enough information to know the truth of the matter partly true and partly untrue, specifically as follows:

16. The allegations of Paragraph Sixteen are: admitted as true denied as untrue neither admitted nor denied because I do not have enough information to know the truth of the matter partly true and partly untrue, specifically as follows:

17. The allegations of Paragraph Seventeen are: admitted as true denied as untrue neither admitted nor denied because I do not have enough information to know the truth of the matter partly true and partly untrue, specifically as follows:

18. The allegations of Paragraph Eighteen are admitted as true denied as untrue neither admitted nor denied because I do not have enough information to know the truth of the matter partly true and partly untrue, specifically as follows:

19. The allegations of Paragraph Nineteen are admitted as true denied as untrue neither admitted nor denied because I do not have enough information to know the truth of the matter partly true and partly untrue, specifically as follows:

20. The allegations of Paragraph Twenty are: admitted as true denied as untrue neither admitted nor denied because I do not have enough information to know the truth of the matter partly true and partly untrue, specifically as follows:

21. The allegations of Paragraph Twenty are: admitted as true denied as untrue neither admitted nor denied because I do not have enough information to know the truth of the matter partly true and partly untrue, specifically as follows:

22. **Defenses** - In addition to my specific responses above, I have the following affirmative defenses to this action:

COUNTERCLAIM

23. **Jurisdiction and Venue:** I am the Defendant or Respondent in this action and:
[Check only one of the following, either (a) or (b).]

(a) I am a resident of the State of Georgia.

(b) I am not a resident of the State of Georgia, but the Plaintiff or Petitioner is a resident of the State of Georgia.

The Plaintiff or Petitioner has submitted to personal jurisdiction and venue by filing the *Complaint or Petition*.

24. **Service:** The Plaintiff or Petitioner shall be served as provided under OCGA § 9-11-5(b), by hand delivery or mail to the address listed on the *Summons*.

25. **Settlement Agreement:**
[Check only if there is a signed agreement.]

The Plaintiff and I have entered into a *Settlement Agreement*, which we both want to be incorporated into the *Final Order*. The *Settlement Agreement* has been signed by each of us in front of a notary public, and I am filing the *Settlement Agreement* with the Court, together with this *Answer and Counterclaim*.

26. _____

27. _____

28.

29.

30.

31.

32.

FOR THESE REASONS, I REQUEST THE FOLLOWING RELIEF:

[Check **all** that apply.]

(a) That the *Settlement Agreement* signed by the parties be incorporated into the *Final Order*.

(b) That I be granted

(c) That I be granted

(d) That I be granted

(e) That the Plaintiff be ordered to

(f) That the Plaintiff be ordered to

(g) That the Plaintiff be ordered to

(h)

(i) _____

(j) That a Rule Nisi be scheduled by the Court to decide on the relief I have requested;

(k) That the Court order the parties to participate in mediation to try to resolve this matter; and

(l) That the Court order any and all other relief that the Court finds appropriate.

Dated: _____

Defendant *Pro se* [signature]

Name: _____

Address: _____

City, State ZIP

Phone: _____

Email: _____

IN THE SUPERIOR COURT OF GWINNETT COUNTY
STATE OF GEORGIA

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Defendant.

VERIFICATION

The Defendant personally appeared before the undersigned officer duly authorized to administer oaths, and did swear or affirm that he/she read the foregoing *Answer and Counterclaim* and that the information contained therein is true and correct.

Signature, Defendant *Pro se*

SWORN AND AFFIRMED before me this
____ day of _____ 20____.

NOTARY PUBLIC

IN THE SUPERIOR COURT OF GWINNETT COUNTY
STATE OF GEORGIA

v. Plaintiff,

Defendant.

Civil Action
File No.: _____

CERTIFICATE OF SERVICE

This certifies that I sent copies of the foregoing *Answer and Counterclaim* to the opposing party by first class mail certified mail, return receipt requested. They were addressed to the opposing party or their attorney as follows:

Opposing Party/Attorney's Name

Address

Address Line 2

City, State, ZIP

Dated: _____

Defendant *Pro se* [signature]

Name: _____

Address: _____

City, State ZIP

Phone: _____

Email: _____