

IN THE STATE COURT OF BRYAN COUNTY  
STATE OF GEORGIA

AUG 14 2024

Rebecca G. Crowe  
Clerk of Court  
Bryan County Georgia

**STANDING ORDER NO. 2024-1 REGARDING THE  
APPOINTMENT OF PROCESS SERVERS**

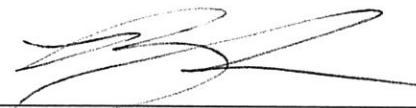
The Court frequently receives requests for the appointment of private individuals to serve process in this Court. On those occasions, the Motions for the Appointment of a Process Server is accompanied by an affidavit alleging that the individual is disinterested, is a citizen of the United States and is at least 18 years of age. However, such Motions and Affidavits do not include any evidence relating to the individual's character and ability to perform the tasks delegated to him/her. Georgia law is clear that O.C.G.A. § 9-11-4(c) provides a trial court with the authority as well as the **discretion** to appoint disinterested persons. Tamaroff v. Cowen, 270 Ga. 415, 511 S.E.2d 159 (1999). As such, a "state court [is] within its authority to require evidence of character and ability before giving the parties official sanction to serve process in cases before the court." Id. at 415.

**NOW THEREFORE**, effective upon the entry of this Order, the Court will no longer appoint individuals to serve process on a case-by-case basis, as had been done in the past. The Court finds that were it to continue to appoint individuals on a case-by-case basis, the Court will be left without a way to meaningfully vet the individuals that it appoints to undertake the crucial task of perfecting service. As such, the Court will only appoint individuals for one-year terms. In order to be appointed a process server, the Applicant must submit to the Court, by submitting to the Court's Administrator, Amber Merriam, amerriam@bryancountyga.gov, a completed application promulgated by the Court Administrator and available on the Court's website, <https://bryancountystatecourt.org/rules-filing-fees/>, including a copy of the Applicant's

Weapons Carry License<sup>1</sup>, a copy of the Applicant's valid driver's license, and proof of completion of the Process Server Certification Training and Testing Provided by the Administrative Office of the Courts of Georgia. To be clear, the Court does not require the Applicant to own a gun, or carry one, it only requires the Applicant to obtain a license to carry a gun and provide a copy to the Court.

Upon approval of the Application, the Court will enter an Order of Appointment as Process Server, and it shall be the responsibility of the Court Administrator to publish a list of approved process servers. When a process server is engaged to serve documents pursuant to law, a copy of the Order of Appointment as a Process Server shall accompany each affidavit of service filed by that process server. For good cause shown, the appointment of a process sever may be revoked by a Judge of this Court.

**SO ORDERED**, this 14<sup>th</sup> day of August, 2024.



---

**HON. BILLY E. TOMLINSON**  
Judge, State Court of Bryan County  
State of Georgia

Standing Order No. 2024-1 Regarding the  
Appointment of Process Servers  
State Court of Bryan County

---

<sup>1</sup> In lieu of a copy of the Applicant's weapons carry permit, the Applicant may submit a copy of his criminal background check, to include a search of the Georgia Crime Information Center ("GCIC") and the National Crime Information Center ("NCIC") or other evidence that the Applicant has undergone a criminal background check, such a license to exercise a profession that would require such an investigation, such as a license to practice law, etc.