

**IN THE SUPERIOR COURT OF CLAYTON COUNTY  
STATE OF GEORGIA**

Plaintiff	)	
	)	
	)	<b>CIVIL ACTION FILE NO.</b>
	)	_____
v.	)	
	)	
Defendant.	)	_____ <b>JURY</b> _____ <b>NON-JURY</b>
	)	

TO THE JUDGE OF THE ABOVE-ENTITLED COURT:

Please take notice that the \_\_\_\_\_ (Plaintiff or Defendant) hereby certifies:

1. That all demurrers and other preliminary matters have been disposed of.
2. That s/he has interviewed all witnesses that s/he might call upon in the trial of this case.
3. That such physical evidence, drawings, documents and other exhibits as s/he may choose to offer are prepared and ready, or will be by trial.
4. That discovery in this case has been completed and the case is at issue.
5. That I have either made a reasonable offer of settlement to the opposing party that was rejected, or no offer of settlement was made because not applicable.
6. That I am ready for trial and request that this case be placed on the Active List.
7. That any objection to stipulation to the Active List must be made within ten (10) days.
8. That, if this stipulation is being made to the non-jury active list, the party making this stipulation hereby waives trial by jury and the opposing party also waives trial by jury if no objection to this stipulation is made within ten (10) days.
9. I hereby certify that I have served the opposing party with a copy of this Notice by mailing same to the following address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Done on this date: \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
\_\_Plaintiff or \_\_ Defendant, *Pro se* (Signature)  
Address: \_\_\_\_\_  
\_\_\_\_\_