

**DeKalb County Magistrate Court
State of Georgia**

**List of Documents Required for Repair Cases
With Unknown Owners**

Please put documents in the following order. Keep copies of all documents mailed or submitted to the court. We only need originals of the Order and Affidavit. All other documents may be copies.

1. **Order.** This document is included in the packet, complete the top portion
2. **Affidavit.** Use the Universal affidavit in packet, complete and notarize.
3. **Repair Ticket.** You must provide your repair ticket, invoice or work order.
4. **MV-603.** Obtain from MVD, complete and file it at the MVD. If the vehicle is registered in another state provide a copy of the form used to request the names and addresses of owners and lienholders in that other state.
5. **MVD Vehicle Title & Tag Information Report.** (Or similar report from another state if the vehicle is registered out of state.) This report will provide you with the registered owner(s) & lien holder(s) mailing information. This report will probably say “no record.”
6. **T22-B.** Obtain this document from the MVD. Then have an officer come out to the location of the vehicle and complete the form.
7. **Newspaper Ad.** Provide a copy of the newspaper ad you ran for two consecutive weeks in a newspaper of general circulation in the county where the vehicle was obtained. Examples available.

Filing Fee: \$39.50
Certification Fee: \$ 5.00
Total: \$44.50

DeKalb County Magistrate Court
556 N. McDonough St., Decatur, GA 30030
404-371-2261