

Case No: _____ v. _____
Plaintiff Defendant

Designation of Agency

I, _____, am:
(Print Name of Person Completing this Form)

(Check only the box below that accurately describes your Landlord relationship to the property in this Dispossession Action)

- the sole proprietor (the individual property owner, or an individual lessor with whom the Defendant has signed a sublease or otherwise directly subleases from) of the property relating to this dispossession action.
- an officer or partner of the entity which owns the property relating to this dispossession action and authorized to designate an agent to represent the entity in this dispossession action. _____ (job title).
- an officer or partner of an entity, which is not the property owner (i.e., a property management company or other entity lessor), but from whom the Defendant directly leases or subleases and/or pays rent for the property relating to this dispossession action, and I am authorized to designate an agent to represent the entity in this dispossession action. _____ (name of company and job title).

_____ is:
(Print Name of Person to Serve as Designated Agent)

(Check only those statements below that describe the relationship between the designated agent and the Landlord whose interests are sought to be represented in this Dispossession Action)

- a full-time officer or employee of the entity, or an employee of the sole proprietor (the individual property owner or an individual lessor), which owns, leases or subleases out the property relating to this dispossession action, who is responsible for:
 - collecting rents and maintaining records on the collection of rents for the property relating to this dispossession action, or has access to and is familiar with the records on the collection of rents for the property relating to this dispossession action;
 - responding to the maintenance needs of the property relating to this dispossession action, or has access to and is familiar with the maintenance records for the property relating to this dispossession action;
 - commencing dispossession actions on behalf of the Landlord.

I, _____, designate _____ to
(Print Name of Person Completing this Form) (Print Name of Person to Serve as Designated Agent)

represent the Landlord's interests in this dispossession action under Ga. Unif. Magistrate Ct. Rule 31. This designation will automatically expire:

within one year of signing, or until the completion of the current action (not including any appeals). I can revoke this designation of agency at any time. ***If no box is checked, the Designation of Agency shall automatically expire within one year of signing.***

(Signature of Person Completing this Form) Date: _____

Sworn to and signed before me,
on this _____ day of _____, _____.

Notary Public