

IN THE MAGISTRATE COURT OF COBB COUNTY
STATE OF GEORGIA
32 Waddell Street, 3rd Floor
Public Safety Building
Marietta, Georgia 30090-9656

In order that your Petition is processed immediately, please complete the following procedures before filing a Foreclosure of Abandoned Motor Vehicle in Cobb County:

- A. Prior to filing a Petition for Foreclosure of Abandoned Motor Vehicle:
1. Send proper notice to the Motor Vehicle Division of the Department of Revenue (DMV) requesting the name and address of all owners, lessors, lessees, security interest holders, and lienholders.
 2. Check the motor vehicle records of another state if reason to believe that the vehicle is registered or titled in such other state.
 3. Notify all owners, lessors, lessees, security interest holders, and lienholders listed on the DMV printout and/or the records of another state by registered or certified mail of the location of the vehicle and the fact that it is deemed abandoned and shall be disposed of if not redeemed.
 4. If the identity of the owner cannot be ascertained, advertise in the Marietta Daily Journal once a week for two consecutive weeks.
 5. Make written demand for payment upon all ascertained owners, lessors, lessees, security interest holders, and lienholders. If, within ten (10) days of delivery of said demand, the ascertained persons fail to respond or refuse to pay, a Petition to Foreclose Abandoned Motor Vehicle may be filed.
- B. Upon filing your Petition to Foreclose, submit the following:
1. One original Notice and one copy for each security interest holder, lienholder, etc.
 2. Certified Envelopes addressed to all persons with an equitable interest in the vehicle along with appropriate postage of \$4.42 per envelope.
 3. A copy of the DMV printout.
 4. A copy of the advertisement, if applicable (See A3).
 5. A \$19.00 court cost fee.
- C. Within thirty (30) days after the date of a public sale:
1. Submit a copy of the bill of sale, as provided to the purchaser, with the corresponding civil action case number.
 2. Provide the municipality and/or county in which the sale was made.
 3. Submit all proceeds of the sale exceeding the amount of the lien stated in the order to the clerk of the court.

Your petition will be returned or dismissed if the above procedures are not followed correctly.

Thank you,
Magistrate Court