

Standing Order: 25-006

IN THE SUPERIOR COURTS OF  
BARROW AND JACKSON COUNTIES  
STATE OF GEORGIA

FILED  
SUPERIOR COURT  
JACKSON COUNTY GA  
2025 JUN -5 AM 9:34  
CAMIE W THOMAS, CLERK

STANDING ORDER ON FILING OF UNSIGNED DOCUMENTS

This Order applies in all cases, civil and criminal, filed in the Piedmont Circuit. The Clerk shall not refuse to accept for filing or refuse to file stamp any document that adequately identifies the parties and case on the basis that the document is unsigned or that the document includes an unsigned order either as part of the document or attached to it. A document is filed when it is delivered to the Clerk for filing and the best evidence of when a document is delivered is a file stamp. The Clerk may identify unsigned orders as “proposed” orders, but it is not the duty of the Clerk to ascertain the legal adequacy of any document.<sup>1</sup> Any document that adequately identifies the case and the parties shall be file stamped and placed in the case file, regardless of the presence or absence of the signature of a party, attorney, or judge. This Standing order shall not affect the Clerk’s authority to reject a filing for failure to pay an applicable fee.

SO ORDERED this 27<sup>th</sup> day of May, 2025.



Nicholas Primm, Chief Judge  
Piedmont Judicial Circuit



Benjamin Green, Judge  
Piedmont Judicial Circuit



Sarah J. Griffee, Judge  
Piedmont Judicial Circuit



Andrew Crawford, Judge  
Piedmont Judicial Circuit

<sup>1</sup> *Hood v. State*, 282 Ga. 462, 464-65, 651 S.E.2d 88, 90-91 (2007).

MD 3. PG 174