

IN THE \* COURT OF \* COUNTY  
STATE OF GEORGIA

, ) Civil Action File No. \_\_\_\_\_  
)  
Plaintiff, )  
)  
vs. )  
)  
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)  
Defendants. )  
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COMES NOW, Plaintiff in the above styled action, and serves these Interrogatories, Requests for Production, Notice to Produce, and Requests to Admit to Defendant Virgil Duncan.

DEFINITIONS

1. "Defendant", or "you" or "your" or "yours" shall refer to and include Defendant Virgil Duncan, as well as agents, servants, employees, associates, investigators, attorneys, representatives, shareholders, directors, officers and all others who may have obtained information for or on behalf of those named above.
2. "Identify" or "state the identity of":
  - 2.1. When used in reference to a natural person means: that person's full name, present or last known business and residence address, present or last known business and residence telephone number, present or last known occupation, employer, and position and that person's occupation or position during the time relevant to the particular interrogatory.
  - 2.2. When used in reference to an entity means: its full and complete name, its type of entity (i.e., corporation, partnership, unincorporated association, trade name, etc.), the location of its principal place of business, its mailing address, and its telephone number.
  - 2.3. When used in reference to a document means: a description of the type of document, the identity of the person or persons who authored, prepared, signed, and received the document, the date, title, and general description of the subject

matter of the document, present location or custodian of the original and each copy of the document, the identity of any persons who can identify the document, and if a privilege is claimed, the specific basis for such claim, in addition to the information set forth above.

3. The word "document" is used herein in its broader sense to mean every book, document or other tangible thing, including without limitation the following items, whether printed, typed, recorded, photographed, filmed or reproduced by any process, namely: agreements, communications, letters, memoranda, magnetic tapes, computer readable material, business records, notes, reports, photographs, and/or summaries of investigations, drawings, corporate records, desk calendars, appointment books, and any other information containing papers, writings or physical things.
4. The word "describe", used in connection with any act, occurrence, or physical facts, shall include but not be limited to the following: the identity of every person known to have been involved in or to have witnessed the act or occurrence, the date or dates of any such act or occurrence, and a description of any documents, records, or things documenting or involved in such act, occurrence, or fact.
5. The word "property" shall be taken in its broadest context to mean real or personal, tangible or intangible property.
6. When responding to any interrogatory or request to produce hereunder you are instructed to provide information about property you own or in which you own or control a beneficial interest such as through a trust, estate, corporation, partnership, or other entity.

### INTERROGATORIES

These interrogatories are served upon you pursuant to O.C.G.A. §9-11-33. You are required to answer the following interrogatories separately and fully in writing under oath, within the time permitted by the provisions of the Georgia Civil Practice Act and to serve copies of your responses upon counsel for all parties. These interrogatories are continuing and if at any time after you have answered these interrogatories, new or additional information responsive to any of these interrogatories comes to your attention, you are required to furnish such new or additional information to this propounding party and serve upon all counsel for all parties supplemental answers to these interrogatories in accordance with the provisions of the Georgia Civil Practice Act.

These interrogatories, and answers hereto, are to include and are to be based upon, information in the possession of or gathered by you, your agents, servants, representatives, investigators, attorneys, and all other persons who have investigated or gathered information at your request or on your behalf.

You are advised that the propounding party understands the attorney client privilege and the attorney work product privilege. The propounding party is not seeking information which is truly attorney client or attorney work product privileged. However, your response will be considered insufficient and a motion to compel will be filed if you respond generally that the information sought is attorney client or attorney work product privileged. If in response to a particular interrogatory or request there is some information which is privileged and some information which is not privileged a general objection is not acceptable. The propounding party is seeking only non-privileged information and documents.

You are requested to respond to the following interrogatories:

1.

State the name and address of each and every person or institution to whom you have furnished any financial statement during the past year.

2.

If you maintain any personal or joint checking, savings, brokerage, certificates of deposit, or other types of accounts containing intangible personal property such as money, stock, mutual funds, or any other interest in a business or entity, please state for each:

- (a) Name(s) of or on account;
- (b) Number of account;
- (c) Name of entity;
- (d) Address of entity; and
- (e) Authorized signatures.

3.

Please state the name and address of your place or places of employment, and the name of your supervisor. Set forth the amount of your earnings, your pay period, your gross pay, itemize your deductions, and set forth your net pay.

4.

If you own any motor vehicles, or other vehicles of any sort, then state, for each such vehicle:

- (a) Year;
- (b) Make;
- (c) Model;
- (d) License number;
- (e) Motor number;
- (f) Serial or identification number;
- (g) State, city, and address where located;
- (h) Estimated value; and
- (i) The name and address of any other person having an ownership interest in the property;
- (j) The name and address of any person or entity that has a lien against the motor vehicle, specify that amount of you payments, the number of payments you have remaining to pay, and the total amount you owe.

5.

With respect to any items of personal property (other than automobiles) that you may own with a present value in excess of \$200.00, state the following:

- (a) Description of property;
- (b) Make, model, serial or other I.D. number, if applicable;
- (c) Approximate present value and amount of any lien against the property;
- (d) Usual location of property; and
- (e) The name and address of any other person having an ownership or lien interest in the property.

6.

If you have an ownership interest in any real estate, then state, with respect to each parcel:

- (a) The state and county where the real estate is located;
- (b) The name and address of any other person having an ownership or lien interest in the property;
- (c) Recording reference and present location of each document of title;
- (d) Your purchase price;
- (e) The date you purchased the property;
- (f) The total amount of any liens or encumbrances on the property;
- (g) Your estimate of the value of the property.

7.

If any property for which you furnished all or a portion of the purchase price, or on which you are currently making installment payments, is held or titled in a name other than your own, then, with respect to such property, please state:

- (a) The name in which the property is titled or held;
- (b) A complete description of the property;
- (c) Present location of the property;
- (d) Approximate value of the property; and
- (e) Amount of your contribution.

8.

For each parcel of real estate you have conveyed within the past 2 years, please state:

- (a) When the conveyance was made;
- (b) What property was conveyed;
- (c) Name and address of the person to whom it was conveyed;
- (d) The consideration received by you for the conveyance; and
- (e) The form of the conveyance (quitclaim deed, warranty deed, etc.).

8.

For each item of tangible or intangible personal you have conveyed within the past 2 years that has or had a value in excess of \$500.00, please state:

- (a) When the conveyance was made;
- (b) What property was conveyed;
- (c) Name and address of the person to whom it was conveyed;
- (d) The consideration received by you for the conveyance; and
- (e) The form of the conveyance (quitclaim deed, warranty deed, etc.).

9.

If anyone or any entity owes you any money, state:

- (a) the name and address of each such debtor;
- (b) the amount owed; the form of the obligation;
- (c) the date the obligation was incurred;
- (d) the date the obligation becomes, or became, due and owing;
- (e) the condition for payment of the obligation, if any; and
- (f) the consideration given for the obligation.

#### REQUESTS FOR PRODUCTION AND NOTICE TO PRODUCE

The propounding party serves this request for production of documents on you pursuant to the provisions of O.C.G.A. §9-11-34. You are requested to produce and permit the inspection and copying of the documents designated. You are requested to produce the requested documents at 10 o'clock a.m. at 1401 Peachtree Street, N.E., Suite 500, Atlanta, GA 30309 on the thirty-third (33rd) day from the date of service. If the thirty-third (33rd) day falls on a Saturday, Sunday, or legal holiday, you shall produce the documents, as above, on the next day which is not a Saturday, Sunday, or legal holiday.

The propounding party also notifies you to produce the listed documents pursuant to O.C.G.A. § 24-10-26 upon the trial of the case, at any deposition, hearing, conference, or other event in this litigation.

You are notified to produce as set forth above and requested to produce the following original documents at the date and time specified above unless other arrangements for production have been made prior to that time:

1.

All documents identified in response to the interrogatories served concurrently herewith.

2.

All documents related to your ownership interest in any parcel of real property you own or have had an ownership interest in within the last 2 years.

3.

All documents related to your ownership interest in any item of personal property you own or have had an ownership interest in within the last 2 years.

4.

All documents related to any debt owed to you by any other person.

5.

Your pay stubs for the last 2 years, and all other documents from your employer or past employers showing or relating to income you have earned or are earning within the last 2 years.

6.

The last 2 Federal income tax returns you filed.

7.

Any loan or credit application you have prepared during the last 2 years.

8.

Your bank and brokerage account statements, as well as any other documents reflecting an ownership interest in any entity or tangible or intangible personal property, for the last 2 years.

9.

All documents related to your ownership interest in, or some other person or entity's ownership interest in any property, real or personal, tangible or intangible, for which you have transferred your ownership interest during the past 2 years.

Law Offices of David J. Reed

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David J. Reed  
State Bar No. 597601

1503 Bombay Lane  
Oakbrook Centre  
Roswell, GA 30076  
770-751-0900