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How to Resign as Agent Under a Georgia Power of Attorney

Agent's Resignation • O.C.G.A. § 10-6B-18

INSTRUCTIONS — KEEP FOR YOUR RECORDS. DO NOT ATTACH THIS PAGE TO YOUR DOCUMENT.

About this form. An agent is never required to keep serving. This form gives written notice that you are **stepping down** as agent, coagent or successor agent under a Georgia financial power of attorney, and records who you notified. A notarized resignation is clear proof for banks and successor agents.

1. **Identify yourself and the principal**
   Enter your name, the principal's name and the date of the power of attorney.
2. **Choose the effective date**
   Check "immediately" or enter a date. Until then you must continue to act in good faith.
3. **Give notice to the right people**
   Notify the principal. If the principal is incapacitated, also notify any conservator or guardian and a coagent or the next successor agent.
4. **Sign before a notary**
   Do **not** sign ahead of time. Bring a current government-issued photo ID.

Signing requirements: Signed by the agent before a notary public.

After It's Signed

- Deliver copies to everyone checked in the notice section and to banks that have the power of attorney on file. Keep proof of delivery.
- Turn over the principal's property, keys, checkbooks and your transaction records to the principal or successor agent.

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Have questions about resigning as agent? To consult with an attorney, contact **Gavrilov & Brooks Law Firm** at **(916) 504-0529** or **www.gavrilovlaw.com**.

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AGENT'S RESIGNATION UNDER POWER OF ATTORNEY

Georgia Power of Attorney Act • O.C.G.A. § 10-6B-18

AGENT

Full legal name of agent

Telephone

Address of agent (street, city, state, ZIP)

PRINCIPAL AND POWER OF ATTORNEY

Full legal name of principal

Address of principal

Date of power of attorney

Capacity in which I serve (agent, coagent or successor agent)

RESIGNATION

I, the agent named above, hereby **resign** as agent under the power of attorney described above, effective:

- ☐ Immediately upon delivery of this notice.
- ☐ On the following date: _____

I will deliver to the principal, or to the person entitled to it, all property of the principal in my possession and the records of the transactions I made on the principal's behalf, and I will take no further action under the power of attorney after the effective date, except as needed to preserve the principal's property until the transfer is complete.

NOTICE OF RESIGNATION

Under O.C.G.A. § 10-6B-18, an agent may resign by giving notice to the principal and, if the principal is incapacitated, to the conservator or guardian, if one has been appointed, and to a coagent or, if none, the next successor agent. I am giving notice to (check all that apply):

- ☐ The principal
- ☐ The principal's conservator or guardian: _____
- ☐ Coagent: _____
- ☐ Successor agent: _____
- ☐ Other (caregiver, adult child, institution): _____

SIGNATURE OF AGENT

Sign only in front of the notary.

X _____ _____

Signature of agent

Date

Printed name of agent

Agent's initials: _____

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NOTARY ACKNOWLEDGMENT

State of Georgia
County of _____

On _____ (date), before me, the undersigned notary public, personally appeared _____ (name of agent), who proved to me on the basis of satisfactory evidence to be the person whose name is signed on this document and who acknowledged that he, she or they signed it voluntarily for its stated purpose.

_____ (Seal)
Signature of notary public

_____
Printed name of notary public

Notary Public, _____ County, Georgia
My commission expires: _____

Notary seal

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