

STATE OF HAWAI'I FAMILY COURT FIRST CIRCUIT	CASE ID/NUMBER _____
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**PROPOSED ORDER FOR  
EX PARTE MOTION FOR SERVICE BY MAIL**

(Full Name) \_\_\_\_\_ PLAINTIFF,  
V.

(Full Name) \_\_\_\_\_ DEFENDANT.

This document is prepared by  
 Self-Represented  Plaintiff  Defendant  
 Attorney for  Plaintiff  Defendant

\_\_\_\_\_  
Name (and if applicable, Attorney No.)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
E-Mail Address

I request that I be provided with a filed copy of the attached document in the following manner:

**MAIL** I have submitted herewith (how many) self-addressed, postage prepaid envelope(s).  
*(I understand that the Court WILL NOT supplement cost of postage.)*

**PICK UP** I will return to PICK UP a copy from HO'OKELE, the FAMILY COURT SERVICE CENTER in Kapolei when notified by the Court.

**ON OWN** I will PRINT, at my own expense, a copy from the Judiciary, State of Hawai'i, website - eCourt\*Kokua (<https://www.courts.state.hi.us>)  
*(Estimated cost: \$3.00 per document, or 10 cents per page, whichever is greater. Certified copy is \$2.00 additional per document.)*  
**Note:** Confidential Cases are not accessible on eCourt Kokua.

Date	Your Signature	Print Your Name
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- Motion and Declaration for Pre-Decree Relief; and Attachment(s)
- Proposed Order for Pre-Decree Relief
- Motion and Declaration for Post-Decree Relief
- Proposed Scheduling Order for Post-Decree Relief
- \_\_\_\_\_
- \_\_\_\_\_

and of this Order to the  Plaintiff  Defendant by registered or certified mail with return receipt requested and a direction to deliver to addressee only. The return receipt signed by  Plaintiff  Defendant shall be prima facie evidence that the  Plaintiff  Defendant accepted delivery of the above-named document(s) on the date set forth on the receipt. Actual receipt by the party of the above-named document(s) sent in accordance with this Order shall be equivalent to personal service by an authorized process server as of the date of receipt.

DATED: Kapolei, Hawai'i, \_\_\_\_\_.

\_\_\_\_\_  
 JUDGE OF THE ABOVE-ENTITLED COURT

Print Judge's Name: \_\_\_\_\_