

**STATE OF HAWAI'I**  
FAMILY COURT OF THE  
FIRST CIRCUIT

This document is prepared by

- Self-Represented  Petitioner/Plaintiff  Respondent/Defendant  
 Attorney for  Petitioner/Plaintiff  Respondent/Defendant

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

\_\_\_\_\_  
Address

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

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

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

CASE NAME

CASE ID/NUMBER

TITLE OF DOCUMENT

VS.       PLAINTIFF,       DEFENDANT.	This document is prepared by: <input type="checkbox"/> Movant <input type="checkbox"/> Attorney for Movant  Name _____ Address _____  City, State, Zip _____ Phone _____
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IT IS HEREBY ORDERED as follows:

[ ] 1. Both parties shall appear at the Family Court of the First Circuit, located at the **Ronald T.Y. Moon Kapolei Courthouse, Third Floor**, 4675 Kapolei, Hawai'i, for a hearing on this motion on: \_\_\_\_\_ at 8:30 a.m.

[ ] 2. This motion must be served on the Respondent by no later than noon on the Friday of the first week following the week in which this motion is filed. If service is made other than by personal service within the Circuit this motion must be served on the Respondent no later than twenty(20) calendar days (including weekends and holidays) prior to the first hearing on this motion. If service is not timely made, the Movant shall appear before the Family Court on the date and time set forth above and state the reasons why. A new hearing shall then be set by the Family Court.

[ ] 3. Any supplements to this motion, including further supporting affidavits, must be filed and served on the Respondent by no later than noon on the Friday of the first week following the week in which this motion is filed.

[ ] 4. Any written response to be presented by the Respondent in response to this motion must be filed and served on the Movant by no later than noon on the Friday prior to the hearing on this motion.

[ ] 5. By no later than noon on the Friday prior to the hearing on this motion, the Respondent shall a) provide the Movant with a copy of his or her two (2) most recent pay statements, last W-2 statement, and last federal individual income tax return, and b) file with the Court and provide to the Movant current *Income and Expense* and *Asset and Debt Statements*.

[ ] 6. The stipulation of ther parties to waive the return date is approved.

[ ] 7. A pretrial conference on this motion is set for \_\_\_\_\_ at \_\_\_\_\_ .m.

[ ] 8. A short trial on this motion is set for \_\_\_\_\_ at \_\_\_\_\_ .m. The parties shall be the only witnesses. Both parties shall file with the Court and exchange their Position Statements, and all trial exhibits shall be exchanged, by forty-eight (48) hours in advance of trial.

DATE	CLERK/JUDGE OF THE ABOVE ENTITLED COURT	<b>FOR COURT USE ONLY</b>
	PRINT CLERK/JUDGE'S NAME	

In accordance with the Americans with Disabilities Act and other applicable state and federal laws, if you require a reasonable accommodation for a disability, please contact the ADA Coordinator at the Office of the Chief Administrator at PHONE NO. 954-8200, FAX 954-8212, or TTY 539-4853 at least ten (10) working days prior to your hearing or appointment date.

Please call Ho'okele, Family Court's Help Desk, at 954-8290 if you have any questions about how to fill out this form.