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Supreme Court  
SCRU-11-0000051  
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SCRU-11-0000051

IN THE SUPREME COURT OF THE STATE OF HAWAI‘I

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In the Matter of the  
HAWAI‘I RULES OF CIVIL PROCEDURE

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**AMENDED**<sup>1</sup>

ORDER AMENDING AND ADOPTING FORMS OF THE  
HAWAI‘I RULES OF CIVIL PROCEDURE

(By: Recktenwald, C.J., Nakayama, Acoba, McKenna, and Pollack, JJ.)

IT IS HEREBY ORDERED that Form 29 is amended and Forms 29A through 29D are adopted, as attached hereto, and shall be appended to the Hawai‘i Rules of Civil Procedure, effective January 1, 2013.

IT IS FURTHER ORDERED that the trial courts are authorized to insert circuit and court identifiers, appearance information, addresses, and contact information in the form and

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<sup>1</sup> The original order was filed on October 15, 2012. This amended order corrects language in the caption of Form 29, from "(Name of governmental official or agency whose order or decision is appealed from)" to "(Name of governmental official or agency whose order or decision is **being** appealed)."

to publish the form in print or electronic format for the  
respective courts and circuits.

DATED: Honolulu, Hawai'i, October 24, 2012.

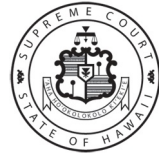
/s/ Mark E. Recktenwald

/s/ Paula A. Nakayama

/s/ Simeon R. Acoba, Jr.

/s/ Sabrina S. McKenna

/s/ Richard W. Pollack



**Form 29. Notice of Appeal From Decision or Order of Governmental Official or Body to the Circuit Court under Rule 72(a)**

(Your name)  
(Your address)  
(Your telephone number)

IN THE CIRCUIT COURT OF THE (insert the judicial circuit no.) CIRCUIT

STATE OF HAWAI'I

(Your name),	)	Civil No. _____
	)	
Appellant,	)	Agency Docket/Case No. _____
	)	
v.	)	
	)	NOTICE OF APPEAL TO THE CIRCUIT
(Name of governmental official or	)	COURT; STATEMENT OF THE CASE;
agency whose order or decision is being	)	EXHIBIT A; DESIGNATION OF RECORD
appealed); (Name(s) of any other party	)	ON APPEAL; ORDER FOR
to the proceeding before the official or	)	CERTIFICATION AND TRANSMISSION
agency),	)	OF RECORD; CERTIFICATE OF
	)	SERVICE
Appellee(s).	)	
	)	
_____	)	

**NOTICE OF APPEAL TO THE CIRCUIT COURT**

Notice is hereby given that (Your Name), Appellant above-named, pursuant to section (list statutes that give the right to appeal the order or decision), Hawai'i Revised Statutes, and Rule 72 of the Hawai'i Rules of Civil Procedure, hereby appeals to the Circuit Court of the (insert the judicial circuit no.) Circuit from the (order or decision) of (Name of governmental official or agency whose order or decision is being appealed) entered on (Date of order or decision). A copy of the (order or decision) is attached as Exhibit A.

DATED: (Name of the City you are in), (State), (Date document is signed).

\_\_\_\_\_  
(Your signature)  
(Print or Type your name here)

**Form 29A. Statement of the Case to Accompany the Notice of Appeal to the Circuit Court.**

IN THE CIRCUIT COURT OF THE (insert the judicial circuit no.) CIRCUIT

STATE OF HAWAII

(Your name), ) Civil No. \_\_\_\_\_  
)  
Appellant, ) Agency Docket/Case No. \_\_\_\_\_  
)  
vs. )  
) STATEMENT OF THE CASE  
(Name of governmental official or )  
agency whose order or decision is being )  
appealed); (Name(s) of any other party )  
to the proceeding before the official or )  
agency), )  
)  
Appellee(s). )  
)  
\_\_\_\_\_ )

**STATEMENT OF THE CASE**

(State the facts)

(State the reasons you are filing the appeal)

(State the result you would like to achieve)

DATED: (Name of the City you are in), (State), (Date document is signed).

\_\_\_\_\_  
(Your signature)  
(Print or Type your name here)

**Form 29B. Designation of Record on Appeal to Accompany the Notice of Appeal to the Circuit Court.**

IN THE CIRCUIT COURT OF THE (insert the judicial circuit no.) CIRCUIT

STATE OF HAWAI'I

(Your name),	)	Civil No. _____
	)	
Appellant,	)	Agency Docket/Case No. _____
	)	
vs.	)	
	)	DESIGNATION OF RECORD ON
(Name of governmental official or	)	APPEAL
agency whose order or decision is being	)	
appealed); (Name(s) of any other party to	)	
the proceeding before the official or	)	
agency),	)	
	)	
Appellee(s).	)	
	)	
_____	)	

**DESIGNATION OF RECORD ON APPEAL**

Pursuant to Rule 72(d) of the Hawai'i Rules of Civil Procedure, Appellant hereby designates as the Record on Appeal the entire file of the (insert the name of agency that made the decision being appealed) in the above-captioned matter, as defined in section 91-9(e), Hawai'i Revised Statutes, including all pleadings, transcripts, and exhibits.

DATED: (Name of the City you are in), (State), (Date document is signed).

\_\_\_\_\_  
(Your signature)  
(Print or Type your name here)

**Form 29C. Order for Certification and Transmission of Record to Accompany the Notice of Appeal to the Circuit Court.**

IN THE CIRCUIT COURT OF THE (insert the judicial circuit no.) CIRCUIT

STATE OF HAWAI'I

(Your name),	)	Civil No. _____
	)	
Appellant,	)	Agency Docket/Case No. _____
	)	
vs.	)	
	)	ORDER FOR CERTIFICATION AND
(Name of governmental official or	)	TRANSMISSION OF RECORD
agency whose order or decision is being	)	
appealed); (Name(s) of any other party	)	
to the proceeding before the official or	)	
agency),	)	
	)	
Appellee(s).	)	
	)	
_____	)	

**ORDER FOR CERTIFICATION AND TRANSMISSION OF RECORD**

TO: (Insert name of agency that made the decision being appealed)  
(Address of agency)

In accordance with section 91-14(d), Hawai'i Revised Statutes, and Rule 72(d) of the Hawai'i Rules of Civil Procedure, you are hereby ordered to certify and transmit to this Court, within twenty (20) calendar days of the date of this Order, or within such further time as may be allowed by this Court, the entire record as defined by section 91-9(e), Hawai'i Revised Statutes, and as set forth in the Designation of Record on Appeal. Any request to enlarge time shall be submitted to the Court prior to the expiration of the above 20-day period.

DATED: (Name of the City the Court is in), (Name of State), \_\_\_\_\_.

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

**Form 29D. Certificate of Service to Accompany the Notice of Appeal to the Circuit Court.**  
(Mail a copy of all the documents submitted to the Court to each of the Appellees listed)

IN THE CIRCUIT COURT OF THE (insert the judicial circuit no.) CIRCUIT

STATE OF HAWAII

(Your name), ) Civil No. \_\_\_\_\_  
)  
Appellant, ) Agency Docket/Case No. \_\_\_\_\_  
)  
vs. )  
) CERTIFICATE OF SERVICE  
(Name of governmental official or agency )  
whose order or decision is being appealed; )  
(Name(s) of any other party to the )  
proceeding before the official or agency), )  
)  
Appellee(s). )  
)  
)  
)  
\_\_\_\_\_ )

**CERTIFICATE OF SERVICE**

I hereby certify that on this date, a copy of the document within was served by depositing a copy of the same in the U.S. mail, postage prepaid to the following:

(Insert name of agency that made the decision being appealed)  
(Address of agency)

(Insert name(s) and address(es) of each Appellee, or if the Appellee has an attorney, the name and address of the Appellee's attorney)

DATED: (Name of City you are in), (Name of State you are in), (Date of mailing).

\_\_\_\_\_  
(Your signature)  
(Print or Type your name here)