

**RETURN OF SERVICE; ACKNOWLEDGMENT OF SERVICE**

Form #3DC47

**IN THE DISTRICT COURT OF THE THIRD CIRCUIT**  
 \_\_\_\_\_ **DIVISION**  
**STATE OF HAWAI'I**

Plaintiff(s)

Reserved for Court Use  
Court Date:

Civil No.

Requestor(s)/Requestor(s)' Attorney (Name, Attorney Number,  
Firm Name (if applicable), Address, Telephone and Facsimile  
Numbers)

Defendant(s)

DOCUMENT(S) SERVED:

NAME OF PARTY SERVED:

ADDRESS WHERE SERVED:

DATE SERVED:

MILEAGE: \$

TIME OF SERVICE:

NUMBER OF MILES TRAVELED:

**FULL OR**     **PARTIAL RETURN OF SERVICE**

I have read this Return of Service, know the contents and verify that the statements are true to my personal knowledge and belief.  
**I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF HAWAI'I THAT THE FOLLOWING IS TRUE AND CORRECT:**

I,  Department of Law Enforcement or  Police Officer of the State of Hawai'i, or  person who is not a party and is not less than 18 years of age, do certify that I received a certified copy of the documents listed above and that I served same on the Party Served above on the Date and Time of Service and at the Address listed above within the State of Hawai'i as listed on the reverse:

**(continued on reverse side)**

Signature:

Print/Type Name:

Print/Type Address, Telephone and Facsimile Numbers:

I certify that this is a full, true, and correct  
copy of the original on file in this office.

\_\_\_\_\_  
Clerk, District Court of the above Circuit, State of Hawai'i

FULL OR  PARTIAL RETURN OF SERVICE (continued)

**PERSONAL:** By delivering to and leaving with \_\_\_\_\_, personally.

**SUBSTITUTE:** [District Court Rules of Civil Procedure 4(d)(1)(i)] After due and diligent search and inquiry, I served the named party through \_\_\_\_\_, a person of suitable age and discretion then residing at said party's usual place of abode, since the party could not be found.

**SUBSTITUTE:** [District Court Rules of Civil Procedure 4(d)(1)(ii)] I served the named party through \_\_\_\_\_ authorized agent to receive service of process for said party.

**BUSINESS/CORPORATION/GOVERNMENTAL ENTITY:** I served (name of business/corporation/entity) \_\_\_\_\_ through \_\_\_\_\_, who is the (position/title) and who is the authorized agent to accept service for said Business/Corporation/Governmental Entity.

**GARNISHMENT:** I served (Name of Garnishee) \_\_\_\_\_ through \_\_\_\_\_, who is the (position/title) and who is authorized to accept service for the above-named garnishee.

**NOT FOUND:** After due and diligent search and inquiry, I am unable to find the party named above.

**Special Circumstances:**

### ACKNOWLEDGMENT OF SERVICE

Signature of Person served:

Print/Type Name:



If you need an accommodation for a disability when participating in a court program, service, or activity, please contact the ADA Coordinator as far in advance as possible to allow for time to provide an accommodation. Call the ADA Coordinator at (808) 961-7629, Fax (808) 961-7577. Send an e-mail to [adarequest@courts.hawaii.gov](mailto:adarequest@courts.hawaii.gov). The ADA coordinator will try to provide, but cannot guarantee, the requested auxiliary aid, service, or accommodation.

**RETURN OF SERVICE MUST BE FILED NO LATER THAN 24 HOURS (EXCLUDING SATURDAY, SUNDAY AND LEGAL HOLIDAYS) PRIOR TO THE RETURN DATE AT  777 KILAUEA AVENUE, HILO, HAWAI'I 96720  74-5451 KAMAKAHEHA, KAILUA-KONA, HAWAI'I 96750  KAMAMALU STREET, KAMUELA, HAWAI'I 96743**