

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

Plaintiff

Reserved for Court Use

Civil No.

Defendant

Filing Party/Attorney Name, Attorney Number, Firm Name (if applicable), Address, and Telephone Number

**SUMMONS**

**THE STATE OF HAWAI‘I:**

**TO:** The Director of Public Safety of the State of Hawai‘i, the Director’s deputy, or any police officer or other person authorized by the laws of the State of Hawai‘i:

This Summons shall not be personally delivered between 10:00 p.m. and 6:00 a.m. on premises not open to the public, unless a Judge permits, in writing on this Summons, personal delivery during those hours.

**TO THE DEFENDANT:**

You are required to file a written answer or appear before the District Judge of this Court, in the Judge’s Courtroom, on the day and at the time designated by the checked box on page 2. If the Defendant is a corporation or limited liability company, Hawai‘i law requires it to be represented by an attorney licensed to practice in the State of Hawai‘i.

**IF YOU OR YOUR ATTORNEY FAIL TO ATTEND THE COURT HEARING AT THE TIME AND PLACE DESIGNATED OR FILE A WRITTEN ANSWER A DEFAULT JUDGMENT WILL BE TAKEN AGAINST YOU FOR THE RELIEF DEMANDED IN THE COMPLAINT.**

Date:

Clerk

**SEE PAGE 2**

COURT ADDRESSES AND RETURNABLE DAYS:

- North and South Hilo Division, 777 Kilauea Ave., 2<sup>nd</sup> Floor, Hilo, Hawai'i**
  - at **8:30 a.m.** on **Wednesday**, \_\_\_\_\_, 20\_\_\_\_ for summary possession.
  - or
  - at **8:30 a.m.** on the second **Wednesday** following date of service, and should said **Wednesday** be a legal holiday then upon the next **Wednesday**.
  
- Puna Division, 777 Kilauea Ave., 2<sup>nd</sup> Floor, Hilo, Hawai'i**
  - at **8:30 a.m.** on **Monday**, \_\_\_\_\_, 20\_\_\_\_ for summary possession.
  - or
  - at **8:30 a.m.** on the second **Monday** following date of service, and should said **Monday** be a legal holiday then upon the next **Monday**.
  
- North and South Kona Division, 74-5451 Kamaka'eha Avenue 2nd Floor, Kailua-Kona, Hawai'i**
  - at **8:30 a.m.** on **Tuesday**, \_\_\_\_\_, 20\_\_\_\_ for summary possession.
  - or
  - at **8:30 a.m.** on the second **Tuesday** following date of service, and should said **Tuesday** be a legal holiday then upon the next **Tuesday**.
  
- Ka'u Division, To be heard at North and South Kona Division, 74-5451 Kamaka'eha Avenue 2nd Floor, Kailua-Kona, Hawai'i**
  - at **8:30 a.m.** on **Tuesday**, \_\_\_\_\_, 20\_\_\_\_ for summary possession.
  - or
  - at **8:30 a.m.** on the second **Tuesday** following date of service, and should said **Tuesday** be a legal holiday then upon the next **Tuesday**.
  
- South Kohala Division, 67-5187 Kamamalu St., Kamuela, Hawai'i**
  - at **1:00 p.m.** on **Thursday**, \_\_\_\_\_, 20\_\_\_\_ for summary possession.
  - or
  - at **1:00 p.m.** on the second, fourth or fifth **Thursday** of the month following the date of service which is at least 72 hours prior to the court date and should said **Thursday** be a legal holiday then the next **Thursday**.
  
- Hamakua Division, To be heard at South Kohala Division, 67-5187 Kamamalu St., Kamuela, Hawai'i**
  - at **8:30 a.m.** on **Thursday**, \_\_\_\_\_, 20\_\_\_\_ for summary possession.
  - or
  - at **8:30 a.m.** on the first **Thursday** of the month depending on when you received this Order. You must appear on the first **Thursday** of the month if you are served with this Order prior to 72 hours before the first **Thursday** of the month. Otherwise, you must appear on the following month's first **Thursday**. If the first **Thursday** is a legal holiday, you must appear on the first **Thursday** of the following month.
  
- North Kohala Division, To be heard at South Kohala Division, 67-5187 Kamamalu St., Kamuela, Hawai'i**
  - at **1:00 p.m.** on **Wednesday**, \_\_\_\_\_, 20\_\_\_\_ for summary possession.
  - or
  - at **1:00 p.m.** on the fourth **Wednesday** of the month depending on when you received this Order. You must appear on the fourth **Wednesday** of the month if you are served with this Order prior to 72 hours before the fourth **Wednesday** of the month. Otherwise, you must appear on the following month's fourth **Wednesday**. If the fourth **Wednesday** is a legal holiday, you must appear on the fourth **Wednesday** of the following month.

Mailing address for the courts:  777 Kilauea Ave., Hilo, Hawai'i 96720     67-5187 Kamamalu St., Kamuela, Hawai'i 96743  
 74-5451 Kamaka'eha Ave., Kailua-Kona, Hawai'i 96740



In accordance with the **Americans with Disabilities Act** if you require an accommodation for your disability, please contact the ADA Coordinator at PHONE NO. (808) 961-7424, FAX (808) 961-7411, or email [adarequest@courts.hawaii.gov](mailto:adarequest@courts.hawaii.gov) at least ten (10) working days in advance of your hearing appointment date. **For Civil related matters, please call or visit the District Court Civil Section at Hilo Division, 777 Kilauea Avenue, Hilo, Ph. (808) 961-7515 • Kohala Division, 67-5187 Kamamalu St., Kamuela, Ph. (808) 443-2030 • Kona Division, 74-5451 Kamaka'eha Avenue, Kailua-Kona, Ph. (808) 322-8703.**