



Hawaii State Judiciary

-

eCourt Kokua - Purchasing Documents

As of December 2019

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Updated on 12/04/2019 by VK, NT

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eCourt Kokua - Purchasing Documents Online from the Hawaii State Judiciary

I. Introduction

Documents can be purchased from the Hawaii State Judiciary in various ways. All publicly available documents can be purchased through their related courthouses. Additionally, many documents are available for purchase online. This document will cover purchasing documents online through eCourt Kokua.

There are several options available to purchase documents online. Some grant access to the general public while others are limited to authorized Judiciary Electronic Filing and Service System (JEFS) users. None of the available online purchase options will provide access to sealed, confidential, or in-camera documents.

II. eCourt Kokua

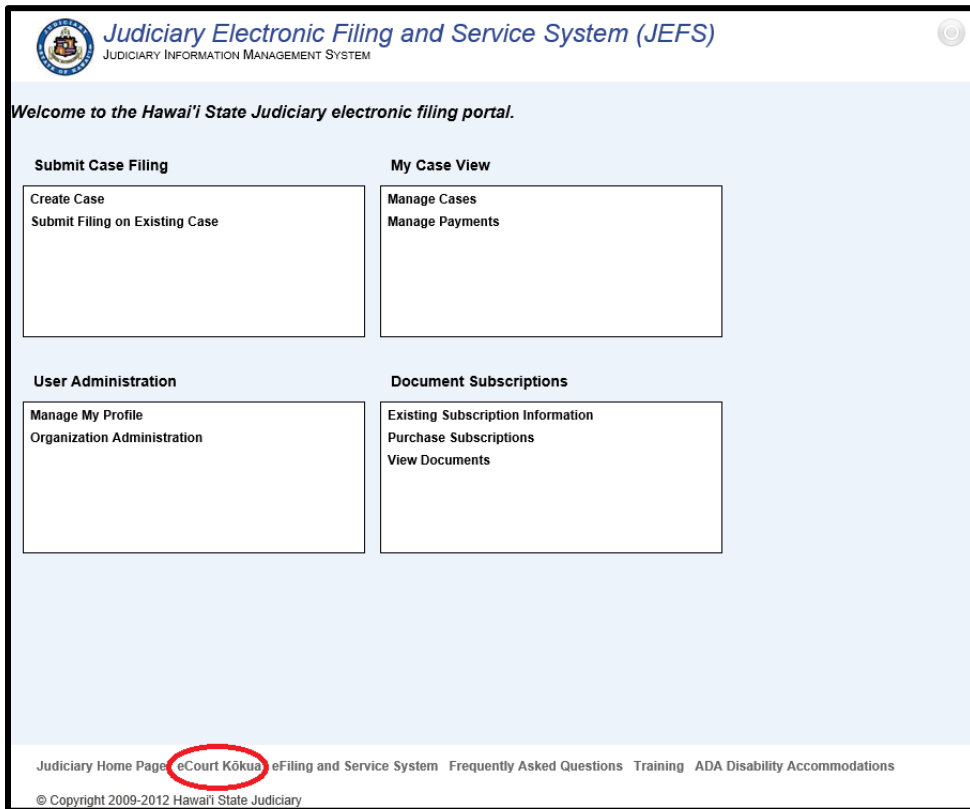
eCourt Kokua is publicly available and accessible through the Hawaii State Judiciary Website

Accessing eCourt Kokua

- 1. Go to the Hawaii State Judiciary Website.**

Users can either use a search engine to get to the Hawaii State Judiciary Website or use the following link: <http://www.courts.state.hi.us/>

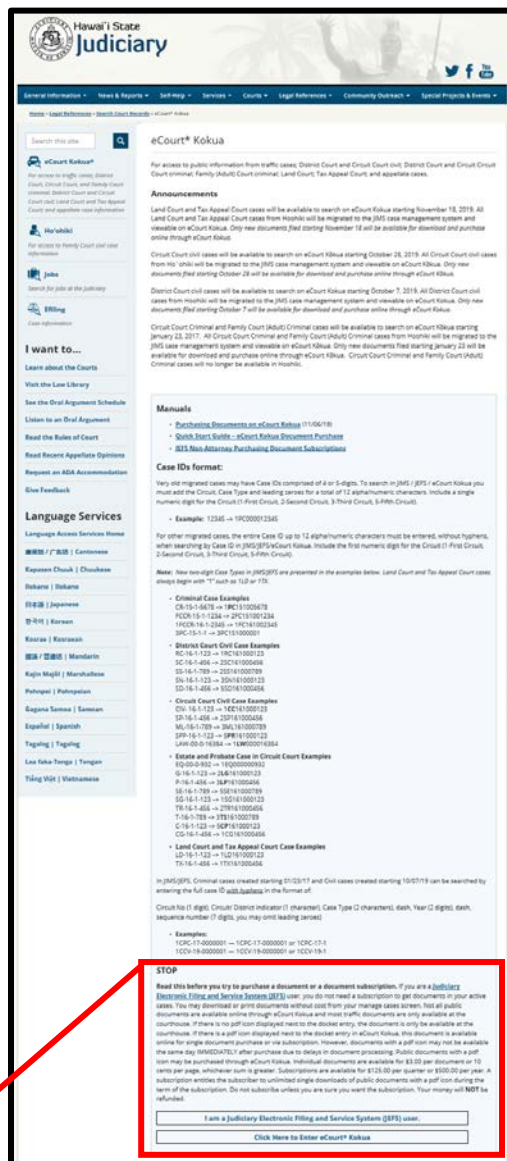
NOTE: *When logged into JEFS, look for the link to eCourt Kokua at the bottom of the JEFS home screen.*



2. Click the eCourt Kokua link under Searches



3. Read the announcements on the page before scrolling to the lower section of the page labeled “STOP”. Select the “Click Here to Enter eCourt* Kokua” button when you are ready to proceed.



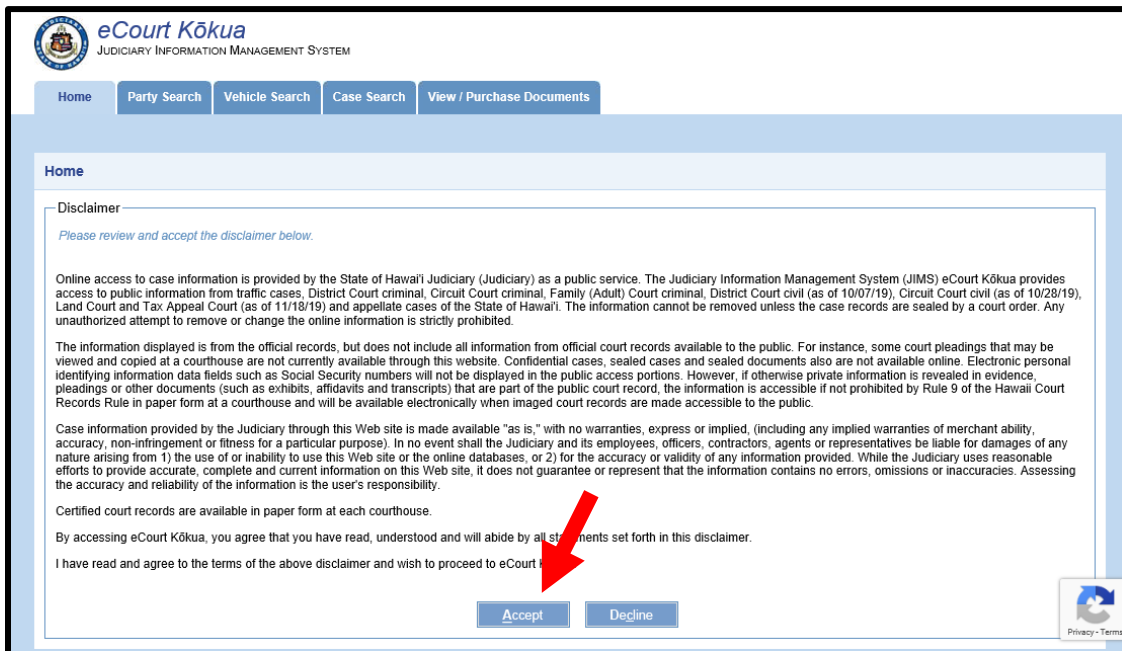
STOP

Read this before you try to purchase a document or a document subscription. If you are a [Judiciary Electronic Filing and Service System \(JEFS\)](#) user, you do not need a subscription to get documents in your active cases. You may download or print documents without cost from your manage cases screen. Not all public documents are available online through eCourt Kokua and most traffic documents are only available at the courthouse. If there is no pdf icon displayed next to the docket entry, the document is only be available at the courthouse. If there is a pdf icon displayed next to the docket entry in eCourt Kokua, this document is available online for single document purchase or via subscription. However, documents with a pdf icon may not be available the same day IMMEDIATELY after purchase due to delays in document processing. Public documents with a pdf icon may be purchased through eCourt Kokua. Individual documents are available for \$3.00 per document or 10 cents per page, whichever sum is greater. Subscriptions are available for \$125.00 per quarter or \$500.00 per year. A subscription entitles the subscriber to unlimited single downloads of public documents with a pdf icon during the term of the subscription. Do not subscribe unless you are sure you want the subscription. Your money will NOT be refunded.

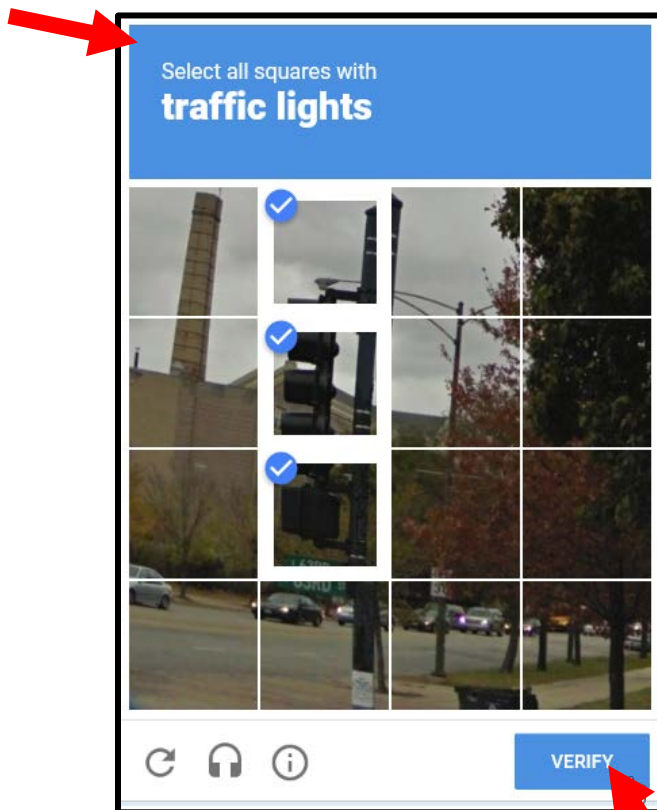
[I am a Judiciary Electronic Filing and Service System \(JEFS\) user.](#)

[Click Here to Enter eCourt* Kokua](#)

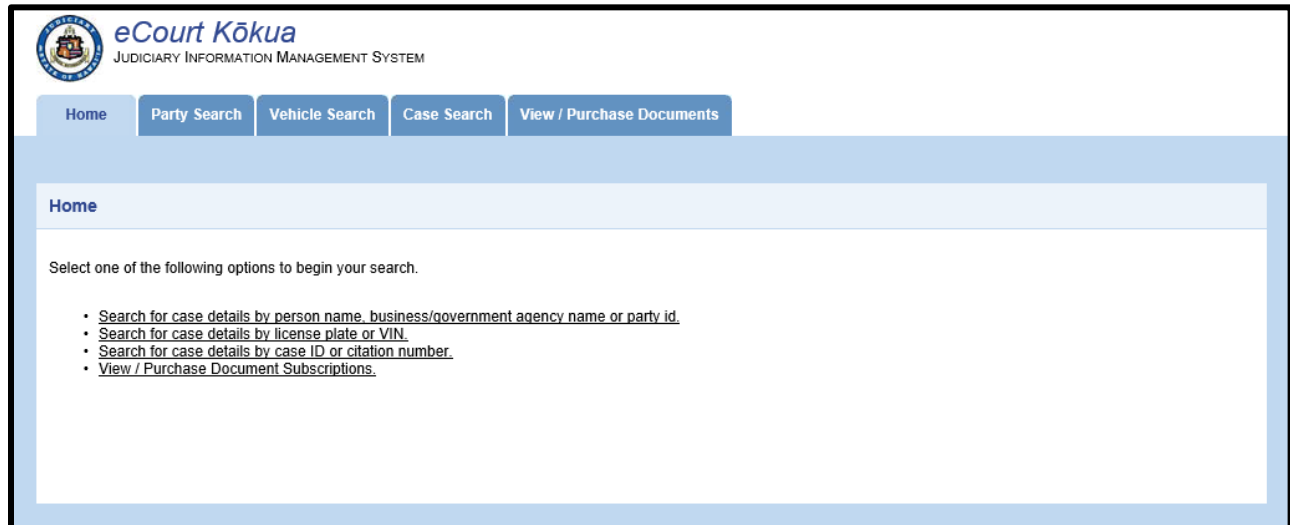
4. After reading the disclaimer, click Accept.



5. Depending on your browser, you may be required to complete the reCAPTCHA verification process. If applicable, follow the reCAPTCHA instruction and click Verify.



6. After completing the reCAPTCHA process, the screen will refresh to display the eCourt Kokua Home page.

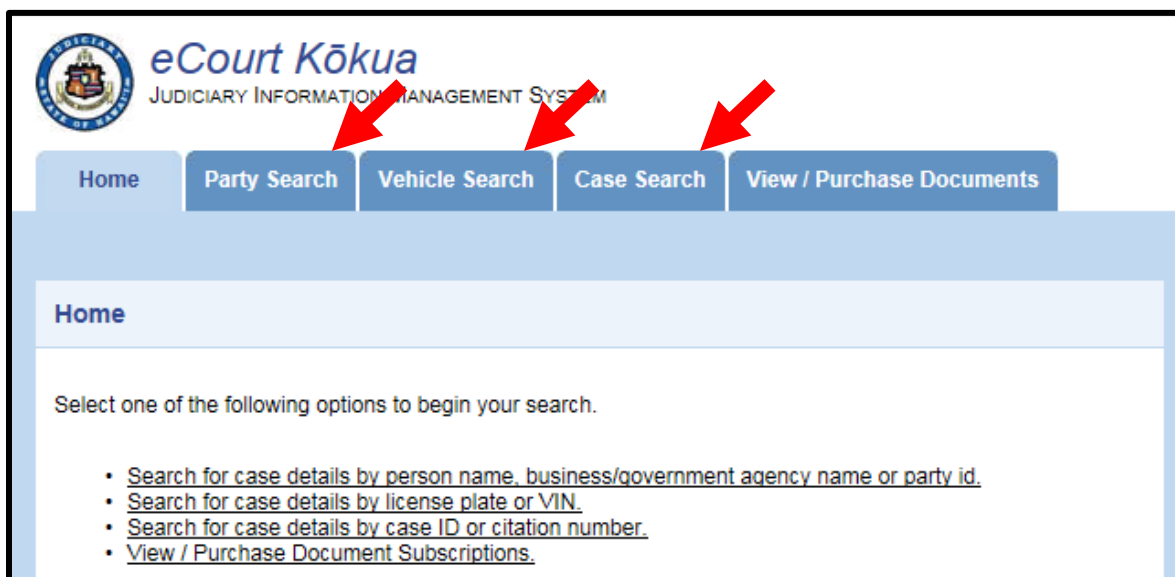


Searching for Documents to Purchase

Documents available for purchase are attached to specific cases. To search for the case associated with the documents you wish to purchase, use the following steps:

1. **Select the method of search to find the associated case.**

Users can search using the Party Search, Vehicle Search or Case Search options by clicking on the tab.



- At the conclusion of any search, the user should direct their attention to the “Search results” section in the Case Search tab.

Note: The case search display will vary slightly for Civil cases in comparison to all other court cases. Attempt will be made in this document to capture all difference where applicable.

Civil cases: The case view is organized in tabs.

Case Search • Filing Date Search

Case Search

Search Criteria
Please enter as much information as possible (*denotes required field).

Case ID or Citation Number: 1CCV-19-0000184 Application Number: Beginning Case Filing Date:

Arrest Number: TCT Number: Ending Case Filing Date:

OTN:

SJD:

Search results for criteria: Case ID or Citation Number: 1CCV-19-0000184

Summary **Events** **Dockets**

Case Description

Case ID: 1CCV-19-0000184 - ABC Company et al. v. Greg Person et al. Filing Date: MONDAY, DECEMBER 2, 2019
 Type: CV - Circuit Court Civil Court: FIRST CIRCUIT
 Status: ACTIVE - Active Case Location: PUNCHBOWL
 Last Updated: 04-Dec-2019

Related Case No related cases were found

Case Parties

Seq #	Assoc	End Date	Type	ID	Name / Aliases
1	Attorney, Bill T Attorney, Green S		Plaintiff	@4477490	Random Company
2			Defendant	@123	Person, Greg

Other cases: The case view is organized into a single screen. This requires the user to scroll up/down the screen.

Case Search • Filing Date Search

Case Search

Search Criteria
Please enter as much information as possible (*denotes required field).

Case ID or Citation Number: 1CPC-19-0000032 Application Number: Beginning Case Filing Date:

Arrest Number: TCT Number: Ending Case Filing Date:

OTN:

SJD:

Search results for criteria: Case ID or Citation Number: 1CPC-19-0000032

[Printable Case View](#)
Case Description

Case ID: 1CPC-19-0000032 - State v. John Defendant, et al. Filing Date: TUESDAY, JANUARY 8, 2019
 Type: PC - Circuit Court Criminal Court: FIRST CIRCUIT
 Status: ACTIVE - Active Case Location: PUNCHBOWL
 Last Updated: 04-Dec-2019












3. Documents available for purchase online* are indicated by a PDF icon  in the list of Dockets.

Civil cases: Click the Dockets tab to view all the dockets filed on the case.

Search results for criteria: Case ID or Citation Number: 1CCV-19-0000184

[Generate Printable Case View](#)







Summary **Events** **Dockets**

Date	Docket	Document Name	Parties	Filing Party
12/02/2019	 Complaint EFile Document upload of type Complaint	Complaint ABC Company et al. v Greg Person et al.	Random Company - Plaintiff	Attorney, Bill T
12/02/2019	 Request for In Forma Pauperis IFP	Motion to proceed in forma pauperis.	Random Company - Plaintiff	Attorney, Bill T
12/02/2019	 Notice of Electronic Filing		Random Company - Plaintiff	Attorney, Bill T
12/02/2019	 Claim EFile Document upload of type Claim	Claim	Random Company - Plaintiff	Attorney, Bill T
12/02/2019	 Fee Exemption Form Test	Fee exempt for DJT	Random Company - Plaintiff	Attorney, Bill T
12/02/2019	 Notice of Electronic Filing		Random Company - Plaintiff	Attorney, Bill T
12/02/2019	 Answering Brief EFile Document upload of type Answering Brief	Testing document	Random Company - Plaintiff	Attorney, Green S
12/02/2019	 Notice of Electronic Filing		Random Company - Plaintiff	Attorney, Green S
12/02/2019	 Application EFile Document upload of type Application	Testing document	Greg Person - Defendant	Attorney, Bill T
12/02/2019	 Certificate EFile Document upload of type Certificate	Sample document name	Random Company - Plaintiff	Attorney, Bill T
12/02/2019	 Notice of Electronic Filing		Random Company - Plaintiff	Attorney, Bill T

Other cases: Scroll down to locate the list of dockets filed on the case.

Case Parties

Seq #	Assoc	Expn Date	Type	ID	Name / Aliases
1			Plaintiff	SOHCR1	State of Hawaii - Criminal First Circuit Prosecution
2			Defendant	@2860937	Defendant, John
3		01-JUL-2019	Plaintiff	SOHCR1EA	C&C Honolulu Prosecutors-ELDER ABUSE BRANCH
4		25-FEB-2019	Other	D1CPC	Criminal Assignments
5		25-FEB-2019	Other	D1C12	First Circuit Court 12th Division
6			Other	D1C22	First Circuit Court 22nd Division
7			Deputy Prosecuting Attorney	A5841	Attroney, Steve
8			Deputy Public Defender	OPD-OACC	OPD Oahu Circuit Court
9			Attorney	A9999	Attorney, Bill
10			Attorney	A9997	Attorney, Green
11			Plaintiff	SOHCR1EA2	C&C Honolulu Prosecutors-ELDER ABUSE BRANCH 2







Date	Docket	Defendant	Party
01/08/2019	 Complaint A & P IS SET FOR 01/22/2019 8:30 A.M.	John Defendant	C&C Honolulu Prosecutors-ELDER ABUSE BRANCH
01/08/2019	 Notice of Electronic Filing	John Defendant	
01/09/2019	 Info Confidential Ntc - HCCR9	John Defendant	
01/09/2019	 Notice of Electronic Filing	John Defendant	
01/09/2019	Pretrial Bail Report	John Defendant	Sealed
01/09/2019	 Notice of Electronic Filing	John Defendant	
01/22/2019	Transfer to Another Division Case transferred to the 22nd Division (Judge Presiding)	John Defendant	
01/22/2019	 Notice of Electronic Filing	John Defendant	
01/22/2019	Minutes DVD1:1C12/01222019/9:07AM -9:42AM CLERK: J. JCLERK; LAW CLERK: M. CLREK PRESENT: Steve Attroney, DPA; Bill Attorney, DPD for in Court Felonies; Green Attorney, DPD for Defts via video from OCC. 09:07 a.m. A & P Calendar Called. Appearances made	John Defendant	DPA STEVE ATTORNEY DPD BILL ATTORNEY DFT Defendant, John JUDG Judge , Presiding CLY Clerk, Judge

* Documents not available online may still be available over the counter.

Selecting Documents for Purchase.

This section presumes that the user has searched for, and found, the case containing the documents to be purchased.

1. Click the PDF icon of the document you wish to purchase.

Date	Docket	Defendant	Party
01/08/2019	 Complaint A & P IS SET FOR 01/22/2019 8:30 A.M.	John Defendant	C&C Honolulu Prosecutors-ELDER ABUSE BRANCH
01/08/2019	 Notice of Electronic Filing	John Defendant	
01/09/2019	 Info Confidential Ntc - HCCR9	John Defendant	
01/09/2019	 Notice of Electronic Filing	John Defendant	
01/09/2019	Pretrial Bail Report	John Defendant	Sealed
01/09/2019	 Notice of Electronic Filing	John Defendant	
01/22/2019	Transfer to Another Division Case transferred to the 22nd Division (Judge Presiding)	John Defendant	
01/22/2019	 Notice of Electronic Filing	John Defendant	
01/22/2019	Minutes DVD1:1C12/01222019/9:07AM -9:42AM CLERK: J. JCLERK; LAW CLERK: M. CLREK PRESENT: Steve Attroney, DPA; Bill Attorney, DPD for in Court Felonies;	John Defendant	DPA STEVE ATTORNEY DPD BILL ATTORNEY DFT Defendant, John

2. In the popup window that appears, select either “Regular” for a regular file stamped copy of the requested document or “Certified Copy” for a certified copy of the document. Then click Add to Cart to add the document into your shopping cart. Click Cancel if the document was selected in error.

Purchase Single Document

Complaint for Case: 1CPC-19-0000032 has been selected for purchase. Select Regular or Certified copy and click on [Add to Cart] to add to purchase queue or [CANCEL] to cancel purchase. Purchase at your own risk. Contents of document not guaranteed. Purchase can be completed on the 'View / Purchase Documents' Tab.

Note: Individual documents are available for \$3.00 per document or 10 cents per page, whichever sum is greater. An additional \$2.00 per document for Certified Copies.

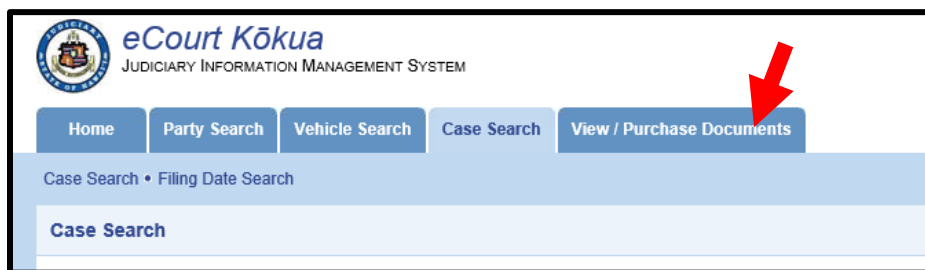
Regular
 Certified Copy

Repeat the preceding steps to add additional documents to your shopping cart.

Purchasing the Selected Documents

This section presumes that the user has selected the document(s) to be purchased.

1. After selecting the document(s) to purchase, click the View / Purchase Documents tab.



2. Scroll down to the New Documents section.

View / Purchase Documents

Please Click here to register or view Document Subscriptions in JEPS
Click here for ADA Accommodation information

Purchased Documents

Enter Purchase ID to view documents previously purchased: E-Mail Address:

Submit

New Documents

Seq #	Docket Seq No	Pages	Case Id	Description	Case Short Name	Filing Date	Certify	Cost	Remove
1	1	1	1CCV-19-0000184	Complaint	ABC Company et al. v. Greg Person et al.	02-DEC-2019	Y	\$5.00	
2	1	2	1CPC-19-0000032	Complaint	State v. John Defendant et al.	08-JAN-2019	N	\$3.00	

2 document(s) found, displaying 2 document(s), from 1 to 2. Page 1 / 1

Please write down purchase ID. This id is used to view and download documents after purchase. Purchasing ID:

Enter Contact information and press 'PURCHASE' to continue. First Name:

Last Name:

Phone Number:

E-Mail Address:

Access to this document(s) is available for a limited period of time (2 day(s)) once purchase is complete. Costs are determined by rules or statutes and are Non-Refundable. Purchase is at your own risk. Contents of documents are not guaranteed.

Fees for subscription and purchase of electronic copies are established by the Hawaii Supreme Court. The Hawaii Information Consortium will add an additional 2.6% processing fee.

Purchase

3. Review the documents listed in the New Documents section. If any are incorrect, click the icon to remove the document from your shopping cart.

4. The system assigns a Purchasing ID. **Do NOT change the Purchasing ID.** Fill out your First Name, Last Name, Phone Number, and E-Mail Address**.

****NOTE:** The email address you enter is case-sensitive. You are required to enter the email address in the same format as entered on this screen to be able to retrieve your purchase later.

Purchasing ID:

First Name:

Last Name:

Phone Number:

E-Mail Address:

5. Once you have reviewed the list and wish to purchase the document(s), click Purchase.

New Documents

Seq #	Docket Seq No	Pages	Case Id	Description	Case Short Name	Filing Date	Certify	Cost	Remove
1	1	1	1CCV-19-0000184	Complaint	ABC Company et al. v. Greg Person et al.	02-DEC-2019	<input checked="" type="checkbox"/>	\$5.00	
2	1	2	1CPC-19-0000032	Complaint	State v. John Defendant et al.	08-JAN-2019	<input type="checkbox"/>	\$3.00	

2 document(s) found, displaying 2 document(s), from 1 to 2. Page 1 / 1

Please write down purchase ID. This id is used to view and download documents after purchase.

Enter Contact information and press 'PURCHASE' to continue.

Access to this document(s) is available for a limited period of time (2 day(s)) once purchase is complete. Costs are determined by rules or statutes and are Non-Refundable. Purchase is at your own risk. Contents of documents are not guaranteed. Fees for subscription and purchase of electronic copies are established by the Hawai'i Supreme Court. The Hawai'i Information Consortium will add an additional 2.6% processing fee.

Purchasing ID:

First Name:

Last Name:

Phone Number:

E-Mail Address:

6. Enter your credit card information and click Continue.

Credit Card Payment

All fields are **required** unless otherwise noted.

Total Payment: \$8.21 [View Details](#)

Contact Information

Name:

Phone Number:

Area code required

Email Address:

Your email address is used to send you a receipt or to notify you of payment problems. It will not be used for any other purpose and we will not sell, exchange or otherwise provide your email address to any third party.

Credit Card Information

Cardholder Name:

Maximum 50 characters

Card Type: VISA MASTERCARD DISCOVER AMER

Card Number:

Expiration Date: Month Year

Billing Address

Address Line 1:

Street address, P.O. box, company name, c/o

Address Line 2:

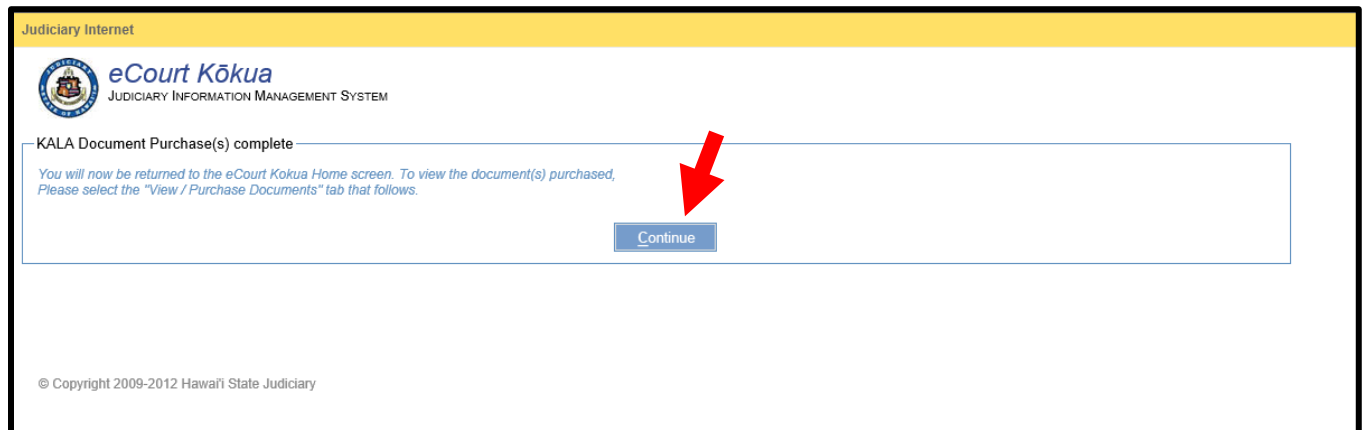
Optional: apartment, suite, unit, building, floor, etc.

City: State:

Zip Code:

Country:

7. After completing your purchase from the Credit Card Payment screen, the Kala Document Purchase(s) complete screen will display. Click Continue to return to the eCourt Kokua home page.



Retrieving Purchased Documents

Once a document has been purchased through eCourt Kokua, it is available to view and download for **2 calendar days**. To retrieve previously purchased documents you will need a valid Purchase ID and the email associated with the sale.

Note: The email address is case-sensitive and must match the format which you entered at the time of purchase.

1. Click the View / Purchase Documents tab. If you are returning to this screen immediately after your purchase, then the Purchase ID and Email Address will be automatically populated. Click Submit.

- If the Purchase ID and email address do not auto-populate, then enter the Purchase ID and the associated E-Mail Address and click Submit.

View / Purchase Documents

Please Click here to register or view Document Subscriptions in JEFS
 Click here for ADA Accommodation information


Purchased Documents

Enter Purchase ID to view documents previously purchased: E-Mail Address:

Seq #	Docket Seq No	Pages	Case Id	Description	Case Short Name	Filing Date	Certify	Cost
1	1	1	1CCV-19-0000184	Complaint	ABC Company et al. v. Greg Person et al.	02-DEC-2019	<input checked="" type="checkbox"/>	\$5.00
2	1	2	1CPC-19-0000032	Complaint	State v. John Defendant et al.	08-JAN-2019	<input type="checkbox"/>	\$3.00

2 document(s) found, displaying 2 document(s), from 1 to 2. Page 1 / 1

• Access to this document(s) will be available for 2 days from the date of purchase.
 • Documents have been retrieved for Purchase ID: 0K0P4BQMZA

- The system displays the documents associated with the Purchase ID entered. Click the PDF icon  to download the purchased documents.

Purchased Documents

Enter Purchase ID to view documents previously purchased: E-Mail Address:

Seq #	Docket Seq No	Pages	Case Id	Description	Case Short Name	Filing Date	Certify	Cost
1	1	1	1CCV-19-0000184	Complaint	ABC Company et al. v. Greg Person et al.	02-DEC-2019	<input checked="" type="checkbox"/>	\$5.00
2	1	2	1CPC-19-0000032	Complaint	State v. John Defendant et al.	08-JAN-2019	<input type="checkbox"/>	\$3.00

2 document(s) found, displaying 2 document(s), from 1 to 2. Page 1 / 1