

STATE OF HAWAII FAMILY COURT FIRST CIRCUIT	CASE ID/NUMBER _____
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(Full Name)                      PLAINTIFF,

v.

(Full Name)                      DEFENDANT.

This document is prepared by  
 Self-Represented    Plaintiff    Defendant  
 Attorney for    Plaintiff    Defendant

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Name (and if applicable, Attorney No.)

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Address

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City, State, Zip Code

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Telephone Number                      Fax Number

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Email Address

**EX PARTE MOTION FOR SERVICE BY MAIL AND DECLARATION**

The undersigned party to this action moves for an order authorizing service by registered or certified mail. In support of this motion, the undersigned states that to the best of their information and belief the adverse party is outside the First Circuit (i.e. Oahu) and receives mail at the following address:

\_\_\_\_\_

\_\_\_\_\_

The following documents will be sent to  Plaintiff  Defendant:

- Complaint for Divorce; Automatic Restraining Order; Summons to Answer Complaint
- Notice to Attend Kids First
- Motion and Declaration for Pre-Decree Relief and Attachment(s)
- Scheduling Order for Pre-Decree Relief
- Motion and Declaration for Post-Decree Relief and Attachment(s)
- Scheduling Order for Post-Decree Relief

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

I hereby solemnly and sincerely declare, under penalty of perjury, that the statements made herein are true and correct to the best of my belief, information, and knowledge.

Dated: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(City) (State) (Date)

\_\_\_\_\_  
(Movant's Signature)



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 time to provide an accommodation: Call the ADA Coordinator of the First Circuit Family Court Office at (808)954-8200, fax (808)954-8308, or send an e-mail to [adarequest@courts.hawaii.gov](mailto:adarequest@courts.hawaii.gov). The ADA Coordinator will work to provide, but cannot guarantee your requested auxiliary aid, service, or accommodation.

*Please call the Family Court Service Center at (808)954-8290 if you have any questions about forms or procedures.*