



KAPOLEI ACCESS TO JUSTICE ROOM

Information Sheet

Free limited legal assistance on Family Court civil issues (i.e. divorce, paternity, custody, visitation, child support) by Family Law attorneys to unrepresented parties or pro se parties (persons with no attorneys) is available at the Kapolei Access to Justice Room (KAJR). The KAJR is located on the third floor in the Ronald T.Y. Moon Kapolei Courthouse, 4675 Kapolei Parkway, Kapolei, Hawai'i.

The KAJR is open on the first and third Thursdays of each month from 11:30 a.m. to 1:30 p.m. A patron can sign-up for one (1) half-hour session. Appointments are scheduled at the Family Court Service Center/Information Counter located on the first floor of the Ronald T.Y. Moon Kapolei Courthouse. A patron must provide the names of all persons involved in their case, a contact phone number, the issue(s) that are to be discussed with the attorney and a case number, if any.

After setting up an appointment, a Referral Reminder Sheet will be given to the patron. The reminder sheet provides the date and time of the appointment and where to report to for the appointment (Third Floor, Bailiff's Desk). The patron should check in at least five (5) minutes prior to the scheduled appointment time to fill out the Intake Form. The appointment may be cancelled or re-scheduled by calling the Family Court Service Center at (808) 954-8290.

Documents such as previous court orders (Divorce Decree, Paternity Judgment, Custody Order, Child Support Order), pay stubs or any other relevant documents should be brought to the appointment. The KAJR attorneys can provide the pertinent court forms needed by the patrons and is able to provide assistance with the completion of the court forms.

Walk-in appointments are welcome. Walk-in appointments should come to the Bailiff Desk on the 3rd floor of Ronald T.Y. Moon Courthouse by 11:30 a.m. on the first or third Thursday of each month. Although a guaranteed meeting with an attorney may not be possible, every effort will be made to accommodate walk-ins.

Free interpreter services for most languages are available by telephone. Patrons should inform the Family Court Service Center staff if an interpreter is required. An additional half-hour will be allotted if an interpreter is required (for a total of one hour).

The KAJR is a joint effort by the Hawai'i State Judiciary, the Hawai'i State Bar Association and the Family Law Section of the Hawai'i Bar Association. The attorneys staffing the KAJR are volunteering their time to these clinics and are not being paid.

The attorney assisting the pro se litigant in the Kapolei Access to Justice Room cannot represent the patron at a court hearing. The views expressed by the attorney at the Kapolei Access to Justice Room do not necessarily reflect the views of the Hawai'i State Judiciary.