

**Office of Child Support Hearings
Department of the Attorney General
State of Hawaii
601 Kamokila Blvd., Suite 436
Kapolei, HI 96707
Phone: 808-692-7110; Fax 808-692-7114**

ADMINISTRATIVE HEARING RECORDING FORM

A hearing party, participant, or representative may request an unofficial copy of a recording of their administrative hearing(s) conducted within the last two years, by completing this form and returning it by fax to **808-692-7114**, or mail to **OCSH, 601 Kamokila Blvd., Suite 436, Kapolei, HI, 96707**.

All recordings are digital and will be transferred to a compact disc (CD-R). The cost to do this is \$10, which may be paid by personal check or money order made out to the "STATE OF HAWAII".

If you want the recordings to be transcribed, you will have to arrange and pay for this yourself after you receive your disc. Please note that any transcription you make is UNOFFICIAL. Official transcripts are only made when an administrative order is appealed in Family Court pursuant to Rule 72, Hawaii Family Court Rules.

YOUR NAME: _____

I AM THE: []Responsible Parent []Custodial Parent []Other_____

RESPONSIBLE PARENT'S NAME: _____

CSEA CASE NO.: _____

YOUR ADDRESS: _____

YOUR TELEPHONE NUMBER: _____

DATE OF YOUR HEARING (s): _____

Your signature

Date