

**REQUEST TO APPEAR BY TELEPHONE AT  
ADMINISTRATIVE CHILD SUPPORT HEARING**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Responsible Parent: \_\_\_\_\_

CSEA Case No.: \_\_\_\_\_

I am the:  Responsible Parent  Custodial Parent  Other \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**TO THE OFFICE OF CHILD SUPPORT HEARINGS:**

I have an administrative child support hearing scheduled on: \_\_\_\_\_.

**(Hearing Date)**

I would like to appear at my administrative child support hearing by telephone. I am unable to attend the hearing in person because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location of Hearing:  Oahu  Hilo  Maui  Kauai

**PHONE NUMBER WHERE I MAY BE CALLED AT THE TIME OF THE HEARING:**

\_\_\_\_\_  
\_\_\_\_\_  
phone number

I understand that I must be available at the telephone number I have provided above for a minimum of one-hour after the scheduled time of the hearing to allow for scheduling changes and delays. I also understand that I am responsible for converting Hawaii time to my local time, if necessary, and that ***any call blocking feature present on the telephone I am using to appear at the hearing must be entirely disabled and/or removed for the hearing.*** I further understand that if I am not present at the above phone number at the time of the hearing and/or if the above phone number has call blocking when I am called for my hearing, the hearing may proceed without me and an administrative order adverse to my interests may be entered.

\_\_\_\_\_  
Signature