

## Juvenile Record & E-Crim Request

**All 16 & 17 yrs. old applicants are required to provide a juvenile criminal record as part of the application process.** (Applicants that are 18 yrs. old are to follow the directions at the bottom of this page). Those without prior arrests or with a status offense (i.e. runaway, curfew, truancy) are to make a request in person, with a parent or legal guardian at your Family Court. There is no fee.

***ID must be provided, and you may be asked to provide an original birth certificate and social security card for the youth applicant.***

### **O`AHU - First Circuit**

Kapolei Judiciary Complex (Courthouse)  
4675 Kapolei Parkway - Juvenile Special Services (2<sup>nd</sup> floor)  
Counter hours: 8:00 a.m. to 4:30 p.m. Monday through Friday, except State holidays.  
Phone Contact: (808) 954-8000

### **MAUI – Second Circuit**

Hoapili Hale (Wailuku Courthouse)  
2145 Main Street - Juvenile Client & Family Services Branch (2<sup>nd</sup> floor)  
Counter hours: 8:00 a.m. to 4:30 p.m. Monday through Friday, except State holidays  
Phone Contact: (808) 244-2770

Lana`i District Court – (808) 565-6447  
Moloka`i District Court – (808) 553-1100

### **KAUA`I – Fifth Circuit**

Pu`uhonua Kaulike Building (Lihu`e Courthouse)  
3970 Ka`ana Street - Juvenile Client and Probation Services  
Counter hours: 8:00 a.m. to 4:30 p.m. Monday through Friday, except State holidays  
Phone Contact: (808) 482-2350

### **Hawai'i –Third Circuit**

Hale Kaulike (Hilo Courthouse)  
777 Kilauea Avenue #A01 - Juvenile Client Services Branch  
Counter Hours: 8:00am-4:00pm Monday thru Friday except State Holidays  
Phone Contact: (808) 961-7500

or

Kona Courthouse  
77-6399 Nalani Street #2C  
Counter Hours: 8:00am-4:00pm Monday thru Friday except State Holidays  
Phone Contact: (808) 443-2112

For those that have a Probation Officer (P.O.), please ask your P.O to provide a record listing to include information about any pending and upcoming mandatory court dates. They are also welcomed to provide a recommendation letter at your request.

**All 18 yr. old applicants are required to provide an E-crim record printout as a part the application process.** Place your online request at <https://ecrim.hawaii.gov/ahewa>. First, sign in, and then be ready to provide date of birth and social security number. There is a \$5 search fee and a \$10 E-crim report fee. Please submit your printed copy.