

THE UNITED STATES MARINE CORPS

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Marine Corps Base Hawaii

"Supporting Readiness and Global Projection"

TRIAL SERVICES

Mission: To enhance the operational readiness of tenant commands aboard Marine Corps Base Hawaii by providing quality legal advise and services which promote the efficient and fair administration of military justice.

What we do: The area of responsibility for the Military Justice Office is the preparation and drafting of charges against an accused service member; but only after the submission of a Request for Legal Services (RLS), accompanied with some form of evidentiary material from the accused's Convening Authority. The Convening Authority's RLS is reviewed and processed. The Military Justice Office only prosecutes the cases that will be referred to trial by Special or General Courts-Martial.

TELEPHONE

COM: (808) 257-6749/6750
DSN: 457-6749/6750

LOCATION

Building 215 Next to the Base Flag Pole

HOURS OF OPERATION

Monday through Friday
7:30 a.m. - 4:30 p.m.

Trial Counsel Available 24 Hours per Day to Assist Tenant Commands

Documents for Download

- [Request For Legal Services](#)
- [Suspect's Rights Acknowledgement/Statement](#)
- [Procedure for Warning and Advising a Suspect of Rights](#)
- [Voluntary Statement](#)

LEGAL SERVICES

Legal Assistance

Defense

Trial Services

Administrative Law

Authority to Provide Legal Services

STAFF JUDGE ADVOCATE

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Marine Corps Base Hawaii

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LEGAL ASSISTANCE

The Legal Assistance team enhances the readiness, morale, and welfare of service members, their dependants, certain reservists, and retired service members by providing quality legal services in personal civil matters.

Powers of Attorney

Notary Public/Will Packets & Divorce Packets

Monday, Wednesday, & Friday*

8:00 a.m. - 11:30 a.m. & 1:00 p.m. - 4:00 p.m.

Tuesday and Thursday**

7:30 a.m. - 11:30 a.m. / 1:00 p.m. - 4:00 p.m.

Closed for Training on Friday Afternoons

**Attorney Consultation Walk-ins Priority on Tuesday and Thursday A.M.

Civilian Attorney Referrals

Monday and Wednesday

1:00 p.m. - 4:00 p.m.

Or on Case-by-Case Basis by Direction of Attorney or

SNCOIC

Will Executions

Friday

8:00 a.m. - 11:30 a.m.

Or on Case-by-Case Basis by Direction of Attorney or

SNCOIC

Walk-In Attorney Consultations Hours

Tuesday and Thursday

7:30 a.m. - 11:00 a.m.

First Come First Served / Arrive Early

New Clients Must First Come to Walk-in Before Attorney

Appointment

Matters Handled During Walk-In Consultations

Consumer Law Issues

Contract Disputes

Landlord/Tenant Disputes

Review of Contracts

Non-Support Issues

Family Law Issues

Matters Handled by Appointment Only

Notary Public Services Requiring 5+ Notaries

Immigration/Naturalization

Client Review of Will/Living Will

Medical Power of Attorney

Lunch Hours

Monday - Friday

11:30 a.m. - 1:00 p.m.

The Office is open but posts a telephone watch and provides limited notary services only.

Will packet drop offs/reviews and divorce packet pickups MUST be done during normal business hours.

If you need our services during lunch hours, please call ahead and we will try to work with you.

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U.S. Marine Forces, Pacific

In Any Clime and Place

STAFF JUDGE ADVOCATE

Welcome to the U.S. Marine Corps Forces, Pacific (MARFORPAC) web site for the Office of the Staff Judge Advocate. Look here for the latest research data and information relevant to MARFORPAC Staff Judge Advocate and personnel aboard Camp H.M. Smith.

Contact	Phone-COM	Phone-DSN
SJA	808.477.8505	315.477.8505
Deputy SJA	808.477.8505	315.477.8505
Assistant SJA	808.477.8505	315.477.8505
Attorney Advisor	808.477.8505	315.477.8505
Legal Chief	808.477.8505	315.477.8505
Admin Chief	808.477.8505	315.477.8505
Legal NCO	808.477.8505	315.477.8505
Legal Assistant	808.477.8505	315.477.8505

Fax-COM.808.477.8712

U.S. Marine Corps Forces, Pacific FOIA Requester Service Centers and Areas of Responsibility

MARFORPAC

FOIA Requester Service Center
U.S. Marine Corps Forces, Pacific
ATTN: SJA FOIA
BOX 64113
Camp H.M. Smith HI 96861-4113
Phone: (808) 477-8505 / Fax: (808) 477-8712

Areas of Responsibility:

- (1) MARFORPAC Headquarters
- (2) MCI WEST Headquarters
- (3) MCB JAPAN Headquarters
- (4) MCB HAWAII
- (5) I MEF Headquarters
- (6) III MEF Headquarters

MCIWEST

FOIA Requester Service Center
Marine Corps Installations West
ATTN G1 FOIA
Building 1160
MCB Camp Pendleton, CA 92055-5031
Phone: (760) 725-6253 / Fax: (760) 725-0532/6008

Areas of Responsibility:

- (1) MCB Camp Pendleton CA
- (2) MCAS Camp Pendleton CA
- (3) MCAS Miramar CA
- (4) MCAS Yuma AZ
- (5) MCLB Barstow CA
- (6) MGATF Training Center 29 Palms CA
- (7) Mountain Warfare Training Center, Bridgeport CA

MARCORBASES JAPAN

FOIA Requester Service Center

Marine Corps Base Japan
ATTN G1 FOIA
Camp Smedley D Butler
FPO AP 96373-5001
Phone: 011-81-611-745-7228 / Fax: 011-81-611-745-3743

Areas of Responsibility:
(1) MCB Camp Butler Okinawa
(2) MCAS Futenma Okinawa
(3) MCAS Iwakuni Japan
(4) Camp Fuji Japan

I MEF

FOIA Requester Service Center
I Marine Expeditionary Force
ATTN SJA FOIA
BOX 555300
Camp Pendleton, CA 92055-5300
Phone: (760) 725-9860 / Fax: (760) 725-9288

Areas of Responsibility:
(1) 1st MARDIV (to include all subordinate units)
(2) 1st MLG (to include all subordinate units)
(3) 3d MAW (to include all subordinate units)

III MEF

FOIA Requester Service Center
III Marine Expeditionary Force
ATTN FOIA Officer
UNIT 35601
FPO AP 95606-5601
Phone: 81-611-722-7604 / Fax: 81-611-722-7208

Areas of Responsibility:
(1) 3d MARDIV (to include all subordinate units)
(2) 3d MLG (to include all subordinate units)
(3) 1st MAW (to include all subordinate units)