

8. Other facts relevant to this appeal:

9. Remedy requested with reasons and explanation of the legal basis by which remedy should be granted:

Submit original and eight (8) copies of this appeal form to:

**Merit Appeals Board
101 Pauahi Street, Suite 2
Hilo, Hawaii 96720-4224**

Note 1: Rules of the Civil Service Commission/Merit Appeals Board provide as follows:

§104-2 **Filing an appeal.** (a) Appeals shall be filed within twenty days from the action giving rise to the appeal, provided, if use of an internal complaint procedure, pursuant to Hawaii Revised Statutes §76-42, is required prior to filing an appeal with the Commission, the appeal to the Commission shall be filed within twenty days from a decision rendered at that step in the internal complaint procedure immediately preceding the filing of the appeal to the Commission. Appeals from an administrative review of the director under Title I of the rules of the Department of Civil Service shall be filed within twenty days from the director's decision.

Note 2: Effective November 7, 2006, the voters of Hawaii County voted to change the name of the Civil Service Commission to Merit Appeals Board.

This is to certify that to the best of my knowledge, information, and beliefs, every statement contained herein is true and no statement is misleading nor interposed for delay.

Date: _____

Appellant's Printed Name

Appellant's Signature

If Appellant has a representative:

Printed Name of Appellant's Representative

Representative's Signature