Parcel ID (Tax Map Key)
Enter 12-digit Parcel ID



REAL PROPERTY ASSESSMENT DIVISION DEPARTMENT OF BUDGET AND FISCAL SERVICES CITY AND COUNTY OF HONOLULU

Phone: (808) 768-3799 www.realpropertyhonolulu.com

Credit Union CLAIM FOR EXEMPTION POH 8 8-10 21

KOI1 § 0-10.21		
Name of Claimant (Organization)	Authorized Agent's Name	
Property Address	Authorized Agent's Title	
Mailing Address	Agent's Telephone Number	
Organization's Website	Agent's Email	
Business Name	Employer Identification Number (EIN):	
To claim exemption, organization must be a federal credit union organized under 12 U.S.C. Chapter 14 or a state credit union organized under HRS Chapter 410.		
Describe specific use(s) of parcel:		
Ownership status of Claimant (organization): Fee owner Lessee (enter lease information below) For leased properties, the lease or rental agreement must be in force and recorded at the Bureau of Conveyances at the time the exemption is claimed. The term of the lease must be for one year or more. Attach: Copy of recorded rental agreement.		
Is the lease recorded at the Bureau of Conveyances? No Yes	Instrument Number:	
Required: Lease term from to		
Required: Attach a plot plan illustrating the location of buildings and area (in square feet), and indicating their specific use. Identify any building areas (in square feet): (1) that are not exclusively being used for charitable purposes; (2) that are being used by other parties or organizations; and (3) that are being used for gift shops, thrift shops, eating establishments, and recurring commercial activities.		
Are all of the land and building(s) used exclusively for the purpose claimed?		
If "No," indicate the total area (in square feet) of land and building(s) used for this Claim For Exemption		
Required: Attach copies of the following items:		
 ☐ Organization Charter ☐ Recorded Rental Agreement (if applicable) ☐ Plot Plan illustrating location of buildings and indicating their specific use (if applicable) 		
CERTIFICATION		
I declare, under penalty of law, that all statements in this claim are true and correct to the best of my knowledge. I understand that any misstatement of facts will be grounds for disallowance of this exemption and that penalty may be applied.		
Authorized Agent's Signature Print Name	Date	
Complete and deliver or mail (post office cancellation mark) this claim form with supporting documentation, on or before September 30 , preceding the tax year for which you are claiming the exemption to either:		
Real Property Assessment Division 842 Bethel Street, Basement 1000 Uluohia Street #206 Honolulu, HI 96813 Kapolei, HI 96707		
This claim cannot be filed by facsimile transmission or via email. For a receipted copy, submit with a self-addressed stamped envelope.		
For Tax Year FOR OFFICIAL USE ON	NLY Approved Disapproved	
Received By: Date Received:	(post office cancellation mark)	
Documentation Attached: Organization Chart Lease Documents: Plot Plan Attached		
Exemption % of Land: Building # Exemption % of Building:	Building # Exemption % of Building:	