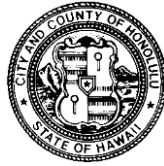Parcel ID (Tax Map Key)

_____
 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

Public Service
CLAIM FOR EXEMPTION
ROH § 8-10.24
Filing Deadline is September 30th

Print Name	Business Name	Phone Number	Email Address

Site Address

Mailing Address (If Different From Above)

Claimant is: ☐ Fee Simple Owner ☐ Lessee   Expiration Date:_____

If claimant is lessee, is a copy of the lease attached? ☐ Yes ☐ No

Total land area claimed for this exemption: _____sq.ft.

Actual use(s) of property claimed for this exemption: _____

_____

Is all of the land and/or building(s) used exclusively for public service business?   ☐ Yes   ☐ No
If "No," explain and indicate the total area used for public service (If more than one building, attach plot plan).

_____

_____

Plot plan attached: ☐ Yes   ☐ No

CERTIFICATION

I certify that the property is used for public service business in accordance with ROH § 8-10.24 and is included in the rate base for rate making purposes. I understand that any misstatement of facts may be grounds for disallowance of the exemption and assessment of the real property.

_____   _____   _____
Signature   Print Name   Date

Complete the claim form and deliver or mail (post office cancellation mark) the claim form with supporting documentation, on or before **September 30th** preceding the tax year for which you are claiming the exemption to either:

Real Property Assessment Division   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 ONLY**	☐ Approved	☐ Disapproved

Received By: _____ Date Received (post office cancellation mark): _____

Lease attached: ☐ Yes ☐ No   Plot plan attached: ☐ Yes ☐ No

Building #: _____ Building Exemption %: _____ Building #: _____ Building Exemption %: _____ Land Exemption %: _____