Parcel ID (Tax Map Key)

_____

In space above please enter 12-digit Parcel ID
For example: 210630150000

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

CLAIM FOR PUBLIC SERVICE EXEMPTION

ROH Section 8-10

Filing Deadline is September 30th

Print Name	Business Name	Phone Number	Email Address

Site Address

Mailing Address (If Different From Above)

Claimant of exemption: ☐ fee simple owner ☐ Lessee If Lessee, attach copy of lease. 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 Section 8-10 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
842 Bethel Street, Basement
Honolulu, HI 96813
Telephone: (808) 768-3799

Real Property Assessment Division
1000 Uluohia Street #206
Kapolei, HI 96707
Telephone: (808) 768-3799

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 %: _____