1. Requirements to Qualify for Kuleana Land Exemption:

   a. The claimant must be a lineal descendant of the person(s) to whom the kuleana land was originally granted. You must provide proof of your genealogy-either through the Office of Hawaiian Affairs ("OHA") or via a court order.
   b. The land must be confirmed as "kuleana land," as defined in ROH § 8-10.29(c). You must submit both the Land Commission Award ("LCA") number and the Royal Patent ("RP") number for the parcel, along with supporting documents to Real Property Assessment Division ("RPAD") for verification.
   c. The claimant is responsible for the costs associated with obtaining evidence pursuant to ROH § 8-10.29(b)(2).

2. How to File a Claim:

   a. Deadline to file a claim is on or before September 30 preceding the applicable tax year. Claim forms sent by mail must be postmarked on or before the September 30 deadline.
   b. This form is available for download at: realproperty.honolulu.gov. Claimant may mail or hand-deliver the claim form, along with supporting documents to one of the two RPAD offices listed below. This claim cannot be filed by fax or email. To receive a file-stamped copy, include a self-addressed, stamped envelope with your submission.

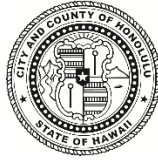 | | |
   |---|---|
   | Real Property Assessment Division | Real Property Assessment Division |
   | 842 Bethel Street, Basement | 1000 Uluʻōhiʻa Street #206 |
   | Honolulu, HI 96813 | Kapolei, HI 96707 |

3. Ownership Changes:

   a. If the parcel with a kuleana exemption was purchased or transferred to a new owner, the new owner must file a new claim for the exemption on or before September 30 preceding the applicable tax year.
   b. Proof of genealogy is required.

For questions, email bfsrpmailbox@honolulu.gov or call (808) 768-3799.

Disclaimer: RPAD provides general information regarding real property tax assessments. RPAD does not provide legal or other professional advice. Individuals with specific inquiries regarding ownership, real property tax law, or the appraisal process are encouraged to consult with an attorney or other qualified professional.

Parcel ID (Tax Map Key No.)

_____
Enter 12-digit Parcel ID

Real Property Assessment Division
Department of Budget and Fiscal Services
City and County of Honolulu
realproperty.honolulu.gov
(808) 768-3799

Claim for Exemption
Kuleana Land
ROH § 8-10.29

Claimant's Name	Date of Birth	Phone Number
Site Address		Email Address
Mailing Address(If different from site address)		

1. The current Land Use Ordinance zoning of parcel is:
     Residential   Agricultural   Other: _____

2. Attached is proof of LCA number and RP Number:
     Yes   No
   If yes, LCA number is: _____   RP number is: _____

3. Attached is proof of identification, such as a photocopy of an original government-issued identification containing a photo and the date of birth, such as your driver's license, a Hawaii State identification card, or a passport.
     Yes   No

4. Attached is proof of genealogy verification issued by the Office of Hawaiian Affairs, or by court order. The claimant must be a lineal descendant of the person(s) to whom the above LCA number and RP number were originally awarded.
     Yes   No

 Claimant may contact the Bureau of Conveyances for records related to the LCA number and RP number at (808) 587-0147. Claimant may also contact OHA for assistance with the genealogy verification process at (808) 594-1835.

Certification and Acknowledgement

I hereby certify that the information provided in this form and the supporting documents is true and accurate to the best of my knowledge. I understand that any false statements may result in the disqualification of exemption and the imposition of taxes and penalties. I further acknowledge that I have read and followed the instructions for completing this form.

_____   _____   _____
            Print Name   Signature   Date

FOR OFFICIAL USE ONLY   ☐ Approved   ☐ Disapproved

Received By: _____   Date Received: _____   Appraiser ID: : _____   Tax Year: _____
                                                                 (post office cancellation mark)

Proof of LCA number and RP number ☐ Attached ☐ Not attached   Proof of Identification: ☐ Attached   ☐ Not attached

Proof of genealogy: OHA Verification: ☐ Attached ☐ Not attached   OR Court Order Verification: ☐ Attached   ☐ Not Attached