



County of Hawai'i  
DEPARTMENT OF PUBLIC WORKS

# PROPERTY OWNER DECLARATION FORM

## INSTRUCTIONS

COMPLETE THE SECTIONS BELOW. AN EMAIL ADDRESS IS REQUIRED FOR ALL CONTACTS – ALL COMMUNICATION REGARDING YOUR APPLICATION WILL BE EMAILED.

## LOCATION INFORMATION

(VERIFY AT: [www.hawaiipropertytax.com/search.html](http://www.hawaiipropertytax.com/search.html))

PARCEL NUMBER	
LOCATION ADDRESS	

## PROPERTY OWNER INFORMATION *(Owner contact information is required)*

(VERIFY AT: [www.hawaiipropertytax.com/search.html](http://www.hawaiipropertytax.com/search.html))

IF PROPERTY OWNER(S) NAMED BELOW DOES/DO NOT MATCH THE COUNTY'S REAL PROPERTY TAX OFFICE RECORD, PLEASE SUBMIT A COPY OF THE CURRENT OWNER'S PROOF OF OWNERSHIP.

OWNER NAME	
MAILING ADDRESS	
PHONE NUMBER	
EMAIL	

OWNER NAME	
MAILING ADDRESS	
PHONE NUMBER	
EMAIL	

OWNER NAME	
MAILING ADDRESS	
PHONE NUMBER	
EMAIL	

## LESSEE/TENANT INFORMATION

LESSEE/TENANT NAME	
MAILING ADDRESS	
PHONE NUMBER	
EMAIL	

LESSEE/TENANT NAME	
MAILING ADDRESS	
PHONE NUMBER	
EMAIL	



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**ADDITIONAL CONTACT INFORMATION (LIMIT 2)**

<b>AGENT NAME</b>	
<b>MAILING ADDRESS</b>	
<b>PHONE NUMBER</b>	
<b>EMAIL</b>	

<b>AGENT NAME</b>	
<b>MAILING ADDRESS</b>	
<b>PHONE NUMBER</b>	
<b>EMAIL</b>	

I hereby certify that I am the owner of the property listed above and all information provided is accurate and complete. I understand that all contacts listed above will receive communication regarding my permit application and plans.

\_\_\_\_\_  
**PROPERTY OWNER (PRINT)**

\_\_\_\_\_  
**PROPERTY OWNER (SIGNATURE)**

CHECK THE BOX IF  
PROPERTY OWNER  
INFORMATION ABOVE  
MATCHES RPT'S DATA. ☐  
If no, proof of ownership is  
required. Verify at:  
[www.hawaiipropertytax.com/  
search.html](http://www.hawaiipropertytax.com/search.html)

\_\_\_\_\_  
**Date**