



County of Hawaii Real Property Tax Division

TAX MAP KEY/ PARCEL ID					
ISLE	ZONE	SEC	PLAT	PAR	CPR
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Aupuni Center • 101 Pauahi Street • Suite No. 4 • Hilo, Hawai'i 96720 • Fax (808) 961-8415
 Appraisers (808) 961-8354 • Clerical (808) 961-8201 • Collections (808) 961-8282
 West Hawai'i Civic Center • 74-5044 Ane Keohokalole Hwy. • Bldg. D, 2nd Flr. • Kailua Kona, Hawai'i 96740
 Fax (808) 327-3538 • Appraisers (808) 323-4881 • Clerical (808) 323-4880

AFFORDABLE RENTAL HOUSING PROGRAM APPLICATION

THIS APPLICATION MUST BE FILED ANNUALLY, POSTMARKED OR SUBMITTED TO THE REAL PROPERTY TAX DIVISION NO LATER THAN DECEMBER 31, 2024. BENEFITS OF THIS AFFORDABLE RENTAL HOUSING PROGRAM APPLIES TO THE 2025 TAX YEAR, WHICH COVERS FROM 07/01/2025 TO 06/30/2026.

1. LIST ALL OF THE OWNERS HAVING LEGAL INTEREST IN THE PROPERTY:

NAME	ADDRESS	TELEPHONE NUMBER (DAY)

2. RENTAL PROPERTY ADDRESS: _____

3. MONTHLY RENT: _____ 4. # OF BUILDINGS: _____ 5. # OF BEDROOMS: _____

**If more than one building, please refer to plot plan on page 2*

6. TENANT'S CONTACT INFORMATION:

NAME	MAILING ADDRESS	TELEPHONE NUMBER (DAY)

7. Under penalty and perjury, I certify that the information provided is accurate and that any document submitted with this application is a true and correct copy. I authorize the County of Hawai'i to verify my rental or any other information on this application. I further agree to notify the Real Property Tax Division within **30 calendar days** if my property is sold or is no longer being rented or leased at the affordable rental housing rate indicated on this application. In addition to any penalties, an individual who falsifies and/or misrepresents information to meet the requirements of this program shall be fined \$1,000. This fine shall attach as a paramount lien against the property for which this application is filed. Retroactive taxes will occur upon sale of the property or if rental exceeds the maximum allowed (SEE SCHEDULE ON BACK OF FORM) for the year. By signing, the owner(s) attests that the property being rented will be rented at a rate not to exceed the affordable rental housing rate for the following calendar year and is legally permitted by all codes.

Signature of Owner Date

Signature of Owner Date

Signature of Owner Date

Signature of Owner Date

FOR DEPARTMENT USE ONLY

Date Received (Email U.S. Postmark OTC): _____ By: _____

USPS Extended ZIP: _____

DUPLEX

PERMITTED

6-MONTH LEASE

_____ PITT

_____ OVR/PITT

CASE NO. _____

TO QUALIFY FOR BENEFITS UNDER THIS PROGRAM. THE OWNER(S) SHALL SUBMIT A CURRENT COPY OF THE EXECUTED RENTAL AGREEMENT (MUST BE 6 MONTHS OR LONGER) AND/OR OTHER DOCUMENTS AS PROOF OF RENTAL CHARGES. IF A CURRENT RENTAL AGREEMENT IS NOT AVAILABLE, YOU MAY HAVE YOUR TENANT INITIAL AND DATE THE RENTAL AGREEMENT FOR VALIDITY.

For the period of this application, the Affordable Rental Housing Rates are as follows:

STUDIO	ONE BEDROOM	TWO BEDROOMS	THREE BEDROOMS	FOUR BEDROOMS	FIVE BEDROOMS	SIX BEDROOMS
\$ 1,202	\$ 1,276	\$ 1,658	\$ 2,134	\$ 2,355	\$ 2,708	\$ 3,061

Below are rental rate exceptions for the following Zip Codes: 96719, 96725, 96738, 96739, 96740, 96743, 96745:

STUDIO	ONE BEDROOM	TWO BEDROOMS	THREE BEDROOMS	FOUR BEDROOMS	FIVE BEDROOMS	SIX BEDROOMS
\$ 1,299	\$ 1,330	\$ 1,712	\$ 2,230	\$ 2,494	\$ 2,867	\$ 3,242

SUBMIT APPLICATION FORM WITH SUPPORTING DOCUMENTATION TO:

Real Property Tax Division

HILO

Aupuni Center
101 Pauahi Street, Suite No.4
Hilo, Hawai'i 96720

KONA

West Hawai'i Civic Center
74-5044 Ane Keohokalole Hwy.
Bldg.D, 2ndFlr.
KailuaKona, Hawai'i 96740

Application forms are available at the Real Property Tax Division Hilo Office, Kona Office, or the website at www.hawaiipropertytax.com.

PLOT PLAN

If there is more than one dwelling unit on the property, then, draw a plot plan (please show dwelling location along with date built, approximate size, one or two story and adjacent roadway). Designate which building is your residence.