



COUNTY OF KAUA'I
DEPARTMENT OF FINANCE
REAL PROPERTY ASSESSMENT DIVISION

CLAIM FOR EXEMPTION

FILING DEADLINE SEPT 30TH

PARCEL ID (TAX MAP KEY)

ZONE	SECTION	PLAT	PARCEL	CPR

Apt. No. _____

Exemption is hereby claimed from Real Property Tax under Section _____
of the Revised Ordinances. Provide explanation:

CERTIFICATION	
I declare, under penalty of law, that all statements in this return are true and correct to the best of my knowledge. I understand that any misstatement of facts will be grounds for disqualification and penalty.	
_____	_____
Officer's Name (print)	
_____	_____
Officer's Signature	Date
Rec'd _____	_____
For Tax Assessor	Date

Name of Organization: _____

Property Address: _____

Mailing Address: _____

Email Address: _____

Business/Phone No. _____

NOTE: The following questions must be answered:

- (1) Is all the land and/or buildings used exclusively for the purpose claimed? _____
- (2) If the answer is no, explain and state area used for business.

REAL PROPERTY ASSESSMENT DIVISION
DEPARTMENT OF FINANCE COUNTY OF KAUA'I
4444 RICE ST. SUITE A-454 LIHU`E, KAUA'I, HI 96766
(808) 241-4224 (B) (808) 241-6252 (F)

REQUIREMENTS OF CHARITABLE/NONPROFIT EXEMPTION

In order for a charitable or nonprofit organization to be exempt from real property taxes the following must be done:

1. File two (2) copies of RP Form P-5 on or before **SEPTEMBER 30TH** prior to the year that exemption is desired.
2. Submit a copy of the Articles of Incorporation that states that the organization is nonprofit and that should the organization be dissolved the real property assets will go to another nonprofit organization.
3. If the organization is leasing property that lease must be for more than one (1) year and said lease must be recorded in Bureau of Conveyances on or before **SEPTEMBER 30TH** prior to the year that the exemption is being filed for.
4. The organization must be physically using and occupying the property on or before **SEPTEMBER 30TH** prior to the year the exemption is being apply for.
5. A current Determination or Affirmation letter of Approval from the Internal Revenue Service on the status of the 501-3C.