



## THE COUNTY OF KAUA'I

DEREK S. K. KAWAKAMI, MAYOR

MICHAEL A. DAHILIG, MANAGING DIRECTOR

### News Release

For Immediate Release: March 17, 2020

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DEPARTMENT OF FINANCE  
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### **Finance Department announces further changes in Standard Operating Procedures (SOPs)**

LĪHU'E – The Finance Department announces effective March 18, until further notice, the following Standard Operating Procedures (SOPs) will be implemented at the public-facing counters in the Kapule Building at the Līhu'e Civic Center:

#### **Real Property Collections**

- All inquiries and communications with the Real Property Collections Division shall be through phone at 808-241-4272 or by emailing [rpc@kauai.gov](mailto:rpc@kauai.gov)
- 1. A representative from the Department will return any messages within 48 hours of the call or email.
- All payments to the Real Property Collections Division shall be:
  1. Mailed to Real Property Collections, 4444 Rice Street, Suite 463, Lihu'e, Hawai'i 96766;
  2. Submitted through the drop box located outside of the Real Property Tax Assessment Office, on the right-hand side of the Kapule Building or the slot located at the Real Property Collections counter; or
  3. Paid online by credit card or e-check at our online payment website at <https://kauairpt.ehawaii.gov/propertytax/kauai/welcome.html>.



### **Real Property Assessments**

- All inquiries and communications with the Real Property Assessment Division shall be through phone at 808-241-4224 or by emailing [rassessment@kauai.gov](mailto:rassessment@kauai.gov)
- A representative from the Department will return any messages within 48 hours of the call or email.
- All transmittals to the Real Property Assessment Division shall be:
  1. Mailed to Real Property Assessment, 4444 Rice Street, Suite A-454, Līhu‘e, Hawai‘i 96766; or
  2. Submitted through the drop box located outside of the Real Property Tax Assessment Office, on the right-hand side of the Kapule Building.

### **Driver’s Licensing**

- Driver’s Licensing Department will be done by APPOINTMENT ONLY. Please call 241-4242 to make an appointment. Appointments will be taken on a first call, first served basis.
- For the health and safety of our staff, there will be NO ROAD TESTS available until further notice.

### **Motor Vehicle Registrations**

- Appointments or to reserve your spot in line, please use <https://kauaidmvappt.cxmflow.com/>. Remember to check in at the kiosk upon arrival.
- We encourage the use of the Safeway kiosks for registration renewals. The County will be absorbing the \$3 transaction fee as well as all credit card processing fees in order to reduce foot traffic at the Kapule building.

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