



County of Maui - Department of Finance  
 Real Property Tax Division  
 Service Center, Suite A16  
 70 E. Kaahumanu Avenue, Kahului, HI 96732  
 (808) 270-7697 Fax (808) 270-7884

**APPLICATION FOR GENERAL TAX CLEARANCE**  
 PLEASE TYPE OR PRINT CLEARLY

**PART I. TAXPAYER INFORMATION** (To be completed by Applicant applying for Tax Clearance)

Date \_\_\_\_\_

It is requested that a certificate verifying clearance from all real property taxes imposed by the County be issued in the name of \_\_\_\_\_  
 (Property Owner of Legal Title)

Applicant's Name and Title \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Telephone \_\_\_\_\_

Applicant's Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Corporation \_\_\_\_\_ If CORPORATION or PARTNERSHIP, names of corporate executive officers or general partners:  
 Partnership \_\_\_\_\_  
 Individual/Trust \_\_\_\_\_

The Tax Clearance Certificate is required for:  
 General (non-subdivision) \_\_\_\_\_

**PART II.** (Please indicate all Tax Map Key numbers owned by the above property owner)

TAX MAP KEY					FISCAL YEAR	TAX	PENALTY	INTEREST	TOTAL DUE
Zone	Section	Plat	Parcel	HPR					

**FOR OFFICIAL USE**

Received: \_\_\_\_\_ Disapproved: \_\_\_\_\_  
 Processed: \_\_\_\_\_ Approved: \_\_\_\_\_  
 Pending: \_\_\_\_\_ TC#: \_\_\_\_\_ TC Expiration: \_\_\_\_\_

# INSTRUCTIONS FOR FILING APPLICATION FOR TAX CLEARANCE

## GENERAL INFORMATION

- This form may be used to obtain a County General (non-subdivision) Tax Clearance Certificate for any purpose except for final subdivision approval required for subdividers.
- To obtain a General Tax Clearance Certificate, this form must be submitted to the County of Maui, Real Property Tax Division. Applications may be submitted either in person or by mail.
- Type or print clearly with a pen. Part I of this form must be completely filled in. In Part II, enter the tax map key numbers of all property owned by the person whose name is to appear in the Tax Clearance Certificate. No Tax Clearance Certificate will be issued without proper and complete application.
- Every Tax Clearance Certificate issued will have an expiration date. The expiration date will be December 31<sup>st</sup> (for 1<sup>st</sup> half taxes paid on or before August 20<sup>th</sup>) or June 30<sup>th</sup> (for 2<sup>nd</sup> half taxes paid on or before February 20<sup>th</sup>). Payments must be received before a Tax Clearance Certificate will be issued.
- Agents or other representatives of the owner may apply for a Tax Clearance Certificate on behalf of the person having recorded title to the property. However, tax clearances will be issued in the name of the person or persons having recorded title to the property. No Tax Clearance Certificate shall be issued in the name of the agent or other representative if different from the person having recorded title.
- Tax Clearance Certificates are processed within 10 working days.
- If you have questions regarding this form or Tax Clearance procedures, please call (808) 270-7697.

## ADDRESS AND TELEPHONE NUMBER

County of Maui  
REAL PROPERTY TAX DIVISION  
Department of Finance  
Service Center, Suite A16  
70 E. Kaahumanu Avenue  
Kahului, HI 96732

Telephone: (808) 270-7697