



County of Maui – Department of Finance
REAL PROPERTY ASSESSMENT DIVISION
 Service Center, Suite A16
 70 E. Kaahumanu Avenue, Kahului, HI 96732
 (808) 270-7297 Fax (808) 270-7884

EXISTING TAX MAP KEY				
Zone	Section	Plat	Parcel	CPR

APPLICATION FOR NEW TAX MAP KEY & TAX CLEARANCE

PART I. TAXPAYER INFORMATION

Name _____					
Address _____			City _____	State _____	Zip Code _____
Phone _____	Cell _____	E-mail _____			

Remarks: (Provide reasons for New Tax Map Key Number)

Before final approval of New Tax Map Key Assignment, the owner(s) must provide the following:

1. Separate lot determination approval letter from Development Services Administration (DSA)/Public Works.
2. Metes & bounds description signed and sealed by a registered land surveyor for each lot receiving a new tax map key number.
3. All taxes due for the fiscal year, including rollback and deferred taxes must be paid before Tax Clearance Certificate and New Tax Map Key will be issued.
4. All owners of the property must sign this request. For corp. or partnership, list name and position of authorized officer or partner.

Property owner(s) are advised to contact the Planning Department, Development Services Administration and Water Department on matters regarding the permitted uses for the parcels involved in this request.

Assignment of new Tax Map Key number(s) DOES NOT constitute a legal County subdivision. The assignment of Tax Map Key number(s) is for real property tax purposes only.

The undersigned does hereby acknowledge these limiting conditions. (Please use additional sheet if necessary)

Print Name _____	Signature _____	Date _____
Print Name _____	Signature _____	Date _____
Print Name _____	Signature _____	Date _____
Print Name _____	Signature _____	Date _____

PART II. CURRENT, DELINQUENT, DEFERRED AND ROLLBACK TAXES (For Tax Clearance)

FISCAL YEAR	TOTAL TAX DUE	ROLLBACK TAXES	DEFERRED TAXES	TOTAL AMOUNT DUE	DATE PAID

FOR OFFICIAL USE				
Rollback Tax	\$ _____	Appraiser's Initial	_____	Tax Clearance Certificate No.
Deferred Tax	\$ _____	Date	_____	Expiration Date

INSTRUCTIONS FOR FILING REQUEST FOR NEW TAX MAP KEY

GENERAL INFORMATION

- Type or print clearly with a pen. Part I of this form must be completely filled in.
- To obtain a Tax Clearance Certificate, this form must be submitted to the County of Maui, Real Property Assessment Division. Applications may be submitted either in person or by mail.
- All taxes due for the fiscal year, including rollback and deferred taxes must be paid before Tax Clearance Certificate and New Tax Map Key will be issued.
- Please make checks payable to: **COUNTY OF MAUI** and reference your Tax Map Key number.
- If you have questions regarding Tax Clearance Procedures, please call 808-270-7697.
- If you have questions regarding Requests for New Tax Map Key, please call 808-270-7297 and ask for the Tax Maps Section.