

**STATEMENT OF COMPLIANCE
FOR BED AND BREAKFAST HOMES AND TRANSIENT VACATION RENTALS**

Name of Property Owner or Operator: _____

Property Address: _____

I do hereby certify under penalty of perjury that the following statements and forms are true and correct:

1. The transient vacation unit or bed and breakfast home:
 - a. Is not an affordable unit subject to income restrictions;
 - b. Did not receive housing or rental subsidies; and
 - c. Was not subject to an eviction within the last 12 months.

2. Required forms:
 - a. Title report dated within 30 days of registration;
 - b. Written confirmation that the bed and breakfast home or transient vacation unit is permitted by any applicable homeowners association, apartment owners association, or condominium property regime articles, by-laws, and house rules ;
 - c. Bed and breakfast home has a real property tax home exemption and the applicant has a minimum 50 percent ownership interest;
 - d. Current State of Hawaii general excise tax license;
 - e. Current State of Hawaii transient accommodations tax license;
 - f. Current City and County of Honolulu transient accommodations tax license;
 - g. Proof of \$1,000,00 per occurrence in commercial general liability insurance at all times;
 - h. Informational binder:
 - i. Floor plan showing the location of the transient vacation unit or bed and breakfast home, maximum occupancy of each bedroom, and the location of all fire exits;
 - ii. For bed and breakfast homes and transient vacation units that are not located in a multifamily dwelling, a parking plan identifying the location and number of parking stalls available to persons associated with the bed and breakfast home or transient vacation unit (such as owners, transient occupants, visitors, or service providers); the parking plan must include illustrations, drawn to scale, showing the size of designated parking spaces, their location on the zoning lot, and which spaces may be occupied by vehicles of the transient occupants;
 - iii. For bed and breakfast homes or transient vacation units located in a multifamily dwelling, a parking plan identifying the location and number of parking stalls within the multifamily dwelling that may be used by persons associated with the bed and breakfast home or transient vacation unit, the parking plan may be provided in narrative form without illustrations or graphics;
 - iv. Instructions for trash collection and disposal, including the dates and times of scheduled trash collections;
 - v. The house rules stating quiet hours are between the hours of 10:00 p.m. and 7:00 a.m.;
 - vi. A list of emergency contacts, which must include a 24-hour telephone number for the owner or operator, 911 identified as emergency telephone number, and the website address for the Hawaii Emergency Management Agency;

- vii. A copy of the certificate of insurance;
 - viii. Copy of the general excise and transient accommodations tax licenses; and
 - ix. Copy of the registration certificate.
3. I understand the bed and breakfast home and transient vacation unit must operate in accordance with the following requirements:
 - a. Functioning smoke and carbon monoxide detectors must be installed in each transient occupant bedroom and each hallway connected to a transient occupant bedroom;
 - b. All overnight transient occupants must be registered with the owner or operator of the bed and breakfast home or transient vacation unit;
 - c. Except for studio units, sleeping accommodations for all transient occupants must be provided in bedrooms or other rooms that are suitable for sleeping accommodations (such as a living room with a sofa bed). No more than two adults may sleep in each allowable room in which sleeping accommodations are provided;
 - d. The total number of adult overnight transient occupants may not exceed two times the number of rooms provided to transient occupants for sleeping accommodations;
 - e. The owner or operator shall maintain a current two-year registry setting forth the names and telephone numbers of all [guests] transient occupants and the dates of their respective stays;
 - f. The informational binder must be placed and maintained in a conspicuous location within the bed and breakfast home or transient vacation unit at all times;
 - g. Exterior signage indicating that a dwelling unit is used as a bed and breakfast home or transient vacation unit is prohibited; and
 - h. The property on which a bed and breakfast home or transient vacation unit is located may not be used for gatherings of ten or more individuals who are not registered as overnight transient occupants at the bed and breakfast home or transient vacation unit.
 4. I understand upon reasonable notice, any bed and breakfast home or transient vacation unit must be made available for inspection by the Department of Planning and Permitting.
 5. I understand the violation of any transient vacation unit or bed and breakfast home regulations will be grounds for administrative fines and nonrenewal. Recurring or multiple violations will result in denial of renewal requests.
 6. I understand any false information submitted as part of registering the transient vacation unit or bed and breakfast home will be grounds for revocation of registration and issuance of a Notice of Violation.

Signature of Property Owner or Operator