



## Real Estate Branch

### About Us

The Real Estate Branch, as part of the Professional and Vocational Licensing Division, assists the Real Estate Commission in carrying out its responsibility for the education, licensure and discipline of real estate licensees; registration of condominium projects, condominium associations, condominium managing agents, and condominium hotel operators; and intervening in court cases involving the real estate recovery fund.

### Subscribe

Receive emails on relevant condominium educational materials. Sign up now at <http://cca.hawaii.gov/reb/subscribe/>

### Contact Us

Condominium Hotline: 808-586-2644  
Hours: 9:00 AM – 3:00 PM  
Email: [hirec@dcca.hawaii.gov](mailto:hirec@dcca.hawaii.gov)  
Web: [www.hawaii.gov/hirec](http://www.hawaii.gov/hirec)

Learn more about the Real Estate Branch (REB) of the Department of Commerce and Consumer Affairs

Check out the REB website [www.hawaii.gov/hirec](http://www.hawaii.gov/hirec) for more information and some frequently asked questions.

- What services does the REB provide to the condominium community?
- Where do I file a complaint against my association?
- What laws apply to my condominium association?
- How do I get a copy of my association documents?



CONDOMINIUM:  
OWNERS' RIGHTS AND  
RESPONSIBILITIES FOR  
BETTER ASSOCIATIONS

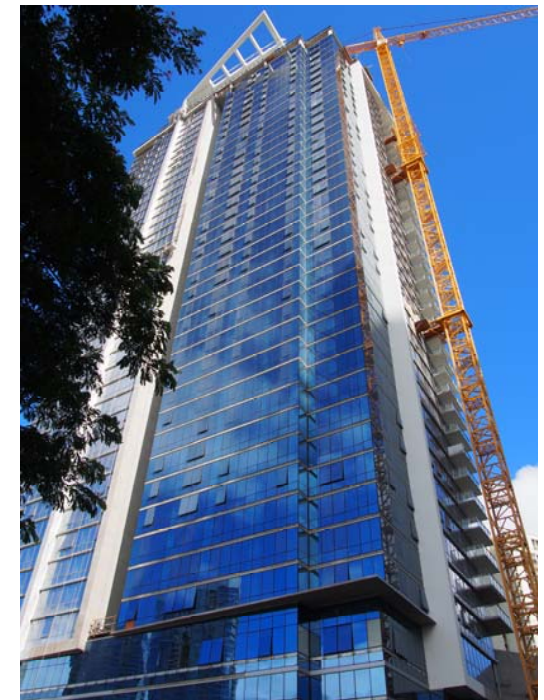
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## CONDOMINIUM:

## OWNERS' RIGHTS AND RESPONSIBILITIES FOR BETTER ASSOCIATIONS

*Real Estate Branch  
Department of Commerce and  
Consumer Affairs*

*May 2016*



## Condominium Owners: Rights and Responsibilities for Better Associations



All owners are automatically members of the association of the condominium project they own units in.

The board of directors makes decisions with the input of owners as to how the association is to be run. In order to create better associations, both owners and board members must be aware of their respective rights and responsibilities.

Here are **some** of the key rights and responsibilities for owners:

### Unit Owners Have A Right To:

- A competent and responsive association with prudent expenditure of fees, proper budgeting, and reserve funding.
- A board that meets its fiduciary duty towards the association.
- Fair and consistent application of the bylaws and rules.

- Honest and respectful treatment by their association and managing agent.
- Participate and have their voices heard in governance decisions.
- Access to documents and records pursuant to §§514B-152, 153, 154, and 154.5, HRS.
- Access to a fair and open appeals process, mediation, and arbitration.
- A well maintained community.
- Up to date information regarding their association.
- Proper notice regarding elections, fines, maintenance fee increases, borrowing, bylaw changes, special meetings and other decisions.
- Cure a default or submit a reasonable payment plan pursuant to §667-19, HRS, during a foreclosure.



### Unit Owners Have A Responsibility To:

- Understand and comply with the Declaration, Bylaws, and House Rules.
- Ensure all tenants, relatives, guests, and pets abide by all rules and regulations.
- Pay maintenance fees and fines on time.
- Maintain their limited common element.
- Treat board members, resident managers, property managers, and other unit owners with respect.
- Vote on important issues.
- Provide up to date contact information for association records and responding timely to association requests.
- Stay informed about their association.
- Act in good faith during an appeals process or mediation session.