



Aloha Condominium Owners and Other Interested Individuals,

The Commission continues to greatly appreciate your desire to educate and inform yourselves regarding condominium matters. In this email, the Commission will highlight the latest Condominium Bulletin, upcoming educational events, and Commission non-binding interpretations and memorandums.

If you missed an email, all of the prior topics covered in prior informational emails are available [here](#).

June 2016 Hawaii Condominium Bulletin

The June Hawaii Condominium Bulletin has recently been published, focusing on new board members, reserve funds, prior educational seminars, and ask the Condominium Specialist. Guest authors include Al Denys and Mike Price. A link to the June 2016 Condominium Bulletin in PDF can be reached [here](#).

Condominium Hotline

The Real Estate Branch is happy to announce the creation of a special condominium hotline phone number where owners, board members and other interested members of the public can call to get specific information about condominium issues, information, and concerns. The hotline's number is (808) 586-2644, and is available from 9:00-3:00 daily, Monday through Friday, except holidays. When calling, please specify that this is a condominium issue, and staff will be happy to answer any questions that you may have.

Community Association Institute - Educational Event

The Community Associations Institute (CAI) Hawaii is an organization that serves the educational, business, and networking needs of associations ranging from condominiums to cooperatives and planned associations. The Condominium Education Trust Fund (CETF) subsidizes a select number of CAI condominium educational events procured by the Commission.

The CAI Hawaii has several upcoming events. The first, "Legislative Update" will be held on July 21, from 12:00 PM to 1:30 PM at the Japanese Cultural Center. The second, "Pot Problems" will be held on September 15, from 12:00 PM to 1:30 PM at the Japanese Cultural Center. Visit the CAI's website, and contact them about how you can register [here](#).

Hawaii Council of Community Associations (HCCA) - Educational Event

The HCCA is a nonprofit that has provided educational and legislative efforts on behalf of condominiums, cooperative housing and planned community associations since October 1975. The Commission does not endorse the views or activities of the HCCA, and has not procured any contracts with the HCCA and is merely informing interested parties of their events. Please see its website at www.HawaiiCouncil.com for more information.

The HCCA has an upcoming educational event, “Hot Topics” on August 25, from 11:30 AM to 1:30 PM at the Hale Koa Hotel. Due to the HCCA currently redesigning their website, please email HCCA.HCAAO@gmail.com for more information regarding this event.

As An Owner, What Documents Can I Request And How Much Can They Cost?

Chapter 514B provides three key sections that detail what documents owners and their authorized agents can request. §§514B-152, 153, 154, and 154.5 provide statutory guidance as to what documents can be requested and how much the board, association, or managing company can charge. Documents include, but are not limited to, financial statements, declaration, bylaws, house rules, general ledgers, insurance policies, contracts, proxies, tally sheets, ballots, accurate and current lists of owner’s current addresses, and other related documents. Be aware that some document requests must be submitted with an affidavit.

§514B-154(g), prohibits charging a fee if the association complies with information and document requests “by making information available to unit owners, at the option of each unit owner and at **no cost** to the unit owner for downloading the information, through an **Internet site** [emphasis added].” §514B-154.5(e) has similar language.

§514B-154(j), states that “any fee charged to a member to obtain copies of association records under this section shall be reasonable; provided that a reasonable fee shall include administrative and duplicating costs and **shall not exceed \$1 per page**, or portion thereof, except the fee for pages exceeding eight and one-half inches by fourteen inches may exceed \$1 per page [emphasis added].”

You can find a free, searchable PDF copy of chapter 514B, HRS, [here](#).

If you found any of this information helpful, please spread the word and invite other interested parties to subscribe to the emailing list [here](#). Also, please visit our website at <http://www.hawaii.gov/hirec> for assistance in answering any questions concerning the Hawaii Real Estate Branch and licensing issues.

If there are any further questions, please contact our office at (808) 586-2643, between the hours of 7:45 a.m. and 4:30 p.m., Hawaiian Standard Time.

This information has been provided to you pursuant to §16-201-92, Hawaii Administrative Rules. The information provided herein is for informational and for educational purposes, and is informal and non-binding on the Real Estate Commission, and the Department of Commerce and Consumer Affairs.