

Project Declaration

Last Updated: 4-17-2026

TMK - - - -	Property Owner Name	Permit Number
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Project Includes:

<input type="checkbox"/> Building Work	<input type="checkbox"/> Plumbing Work <input type="checkbox"/> 4 bathrooms or more	<input type="checkbox"/> Electrical Work <input type="checkbox"/> over 200 Amp service
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STATEMENT ACCOMPANYING PERMIT APPLICATION PURSUANT TO CHAPTER 444, H.R.S. (RELATING TO CONTRACTORS)

SELECT BUILDING/GENERAL CONTRACTOR OR OWNER-BUILDER

<input type="checkbox"/>	<p><u>BUILDING/GENERAL CONTRACTOR</u></p> <p>I declare that I am licensed under the provisions of Chapter 444, HRS, of the Department of Commerce & Consumer Affairs, State of Hawaii. My license# is in full force and in effect.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 65%; padding: 5px;">Signature of RME or Sole Proprietor</td> <td style="width: 35%; padding: 5px;">Date</td> </tr> </table> <p style="margin-top: 10px;">NOTE: RME (Responsible Managing Employee) or Sole Proprietor, is required to sign.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 55%; padding: 5px;">Building/General Contractor License Name</td> <td style="width: 10%; padding: 5px;">License #</td> <td style="width: 15%; padding: 5px;">Lic. Expiration Date</td> <td style="width: 20%; padding: 5px;">Phone#</td> </tr> <tr> <td colspan="4" style="padding: 5px;">Business Address</td> </tr> <tr> <td style="width: 60%; padding: 5px;">RME Full Name</td> <td colspan="3" style="padding: 5px;">RME Work Phone</td> </tr> <tr> <td style="padding: 5px;">RME Email Address</td> <td colspan="3" style="padding: 5px;">RME Cell Phone</td> </tr> </table>	Signature of RME or Sole Proprietor	Date	Building/General Contractor License Name	License #	Lic. Expiration Date	Phone#	Business Address				RME Full Name	RME Work Phone			RME Email Address	RME Cell Phone		
Signature of RME or Sole Proprietor	Date																		
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RME Email Address	RME Cell Phone																		

<input type="checkbox"/>	<p><u>OWNER-BUILDER</u></p> <p>Section 5-1-5 Definition "Owner-builder" means owners or lessees of property who build or improve buildings or structures on their property for their own use, or for use by their immediate family. This definition shall not preempt owner-builder by exemption as defined by section HRS 444-2.5, Hawai'i Revised Statutes</p> <p>I declare an exemption under HRS Sec. 444-2.5 for the following reasons:</p> <ol style="list-style-type: none"> 1) This exemption allows me, as the owner or lessee of the property, to act as my own general contractor without possessing a license. 2) To supervise the construction myself 3) To hire licensed subcontractors 4) The building is for my personal use and not for the use or occupancy by the general public. 5) Building will not be built for sale or lease within one (1) year after construction is complete. <p>By signing this Project Declaration and declaring exemption under HRS Section 444-2.5, I attest that I have read and understand the "Disclosure Statement" on Page 4.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 45%; padding: 5px;">Property Owner Name</td> <td style="width: 30%; padding: 5px;">Property Owner Signature</td> <td style="width: 25%; padding: 5px;">Date</td> </tr> </table>	Property Owner Name	Property Owner Signature	Date
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LIST SUBCONTRACTORS

When electrical or plumbing work is included, the **phases of work** and the contractors responsible for each phase **must be listed**.
 For a detailed list of electrical and plumbing work phases, refer to page 3 of this form.

HCC 5-4-1(a)(9): Provide the name and license number of all specialty contractors involved in the project, in compliance with the provisions of chapter 444, Hawai'i Revised Statutes;
 Refer to [Exhibit A](#) HRS 444-7(d) for the list of specialty contractors.

Contractor License Name		License #	Lic. Expiration Date
Work Phone	Cell Phone	Phase(s) – Must be listed. See lists on page 3 of this form.	
RME Full Name		RME Work Phone	
RME Email Address		RME Cell Phone	
Signature of RME or Sole Proprietor		Date	

Contractor License Name		License #	Lic. Expiration Date
Work Phone	Cell Phone	Phase(s) – Must be listed. See lists on page 3 of this form.	
RME Full Name		RME Work Phone	
RME Email Address		RME Cell Phone	
Signature of RME or Sole Proprietor		Date	

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Work Phone	Cell Phone	Phase(s) – Must be listed. See lists on page 3 of this form.	
RME Full Name		RME Work Phone	
RME Email Address		RME Cell Phone	
Signature of RME or Sole Proprietor		Date	

ELECTRICAL PHASES

WRITE PHASE(S) WITHIN SUBCONTRACTOR'S SECTION ON PAGE 2.

E1	Temporary Installations	
E2	Service Equipment	HELCO
E3	Feeder Wiring	
E4	Branch Circuit Wiring	
E5	Electrical Equipment Installation	
E6	Device and Fixture Installation	
E7	Fire Alarm System	
E8	Swimming Pool Wiring	
E9	Solar Water Heater Wiring	
E10	Landscape Lighting and Sprinkler Wiring	
E11	Sign Installation Connection	

E12	Alt. Energy Installation (PV/Wind/Generator)	
E13	Low Voltage Wiring	
	Audio/Visual Wiring	
	Security System Wiring	
	Data Communication/Computer Wiring	
E14	Air Conditioning/Refrigeration Control Wiring	
E15	Motor Installation	
E16	Street Lighting/Traffic Signal Installation	
E17	Empty Conduit Installation	
E18	Site Work Utilities Installation	
E19	As Built/Work Started Without Permits	
E20	Demolition Work	

PLUMBING PHASES

WRITE PHASE(S) WITHIN SUBCONTRACTOR'S SECTION ON PAGE 2.

P1	Temporary Water
P2	Plumbing Fixtures, Equipment
P3a	Sanitary Piping System (Interior)
P3b	Sanitary Piping System (Exterior)
P3c	Grey Water Waste System
P3d	Sewer Lateral Connection (Including Interceptors, Clarifiers)
P3e	Private Individual Waste System (Including Interceptors, Clarifiers)
P3f	Private Wastewater Treatment Plants
P3g	Abandoned Cesspool
P4a	Water Distribution System (Interior)
P4b	Building Supply (Outside Water Piping)
P4c	Water Distribution Main (Subdivision, piping)
P4d	Water Equipment – Backflow Preventer, Pressure Regulator
P4e	Water Tank – (Pump/Filter/Water Treatment)
P4f	Non Potable Water Distribution

P5c	Standpipes	
P6a	Fuel Gas Piping System and fittings	
P6b	Gas Appliance	Qty
P7a	Solar Water Heating System (Except Water Supply)	
P7b	Solar Water Heater – Water Supply	
P9	Swimming Pool – Potable Water Supply, Sanitary Drainage, Backflow	
P10	Air Conditioning – Water Supply, Including Backflow Preventer	
P11	Alt. Energy (Heat Pumps, PV Hot Water)	
P12	Medical Gas System	
P13	Water Supply for Sprinkler Cross Contamination/ Irrigation Cross Contamination	
P14	As Built/Work Started Without Permits	

Owner-Builder Exemption Under Hawaii Revised Statute Section 444-2.5

"Disclosure Statement"

State law requires construction to be done by licensed contractors. You have applied for a permit under an exemption to that law. The exemption provided in section 444-2.5, Hawaii Revised Statutes, allows you, as the owner or lessee of your property, to act as your own general contractor even though you do not have a license. You must supervise construction yourself. You must also hire licensed subcontractors. The building must be for your own use and occupancy. It may not be built for sale or lease. If you sell or lease a building you have built yourself within one year after the construction is complete, the law will presume that you built it for sale or lease, which is a violation of the exemption, and you may be prosecuted for this. It is your responsibility to make sure that subcontractors hired by you have licenses required by state law and by county licensing and ordinances. Electrical or plumbing work must be performed by contractors licensed under chapters 448E and 444, Hawaii Revised Statutes. Any person working on your building who is not licensed must be your employee which means that you must deduct F.I.C.A. and withholding taxes and provide workers' compensation for that employee, all as prescribed by law. Your construction must comply with all applicable laws, 9 ordinances, building codes, and zoning regulations. If you violate section 444-2.5 or fail to comply with the requirements set forth in this disclosure statement, you may be fined \$5,000 or forty per cent of the appraised value of the building as determined by the county tax appraiser, whichever is greater, for the first offense; and \$10,000 or fifty per cent of the appraised value of the building as determined by the county tax appraiser, whichever is greater, for any subsequent offense.

HRS Section 444-9.1(c)

Related Code References

HRS 444-2.5
Owner-builder exemption



[Link to HRS 444-2.5 Owner-builder exemption page](#)

HRS 444-9.1
Issuance of building permits;
owner-builder registration



[Link to HRS 444-9.1 Issuance of building permits; owner-builder registration page](#)