



Friends of K-Bay

Application Instructions

1. **Completed Current Application Form**
2. Copy of valid **Hawaii Driver's License**
3. **Vehicle Registration** certificate showing applicant is registered owner.
 - a) If applicant is NOT the registered owner, applicant **MUST** provide a **notarized** letter from the owner of the vehicle.
 - b) For company vehicles, applicants **MUST** provide a **notarized** letter printed on company letterhead authorizing the use of the vehicle for non-commercial purposes.
 - c) If vehicle is a Lease, a copy of lease agreement is required.
4. Current **Vehicle Inspection Certificate**—(Safety Check)
5. Current copy of **Hawaii No Fault Insurance Card**-(Insurance binders are NOT acceptable).
6. The documents must remain valid for at least sixty (60) days from the date of application
7. Submit a \$10 processing fee. Make check payable to "MCCS – 0910"

Please allow up to 6 weeks for processing.

Please mail to: *Kaneohe Klipper Golf Course
Attn: Lori Phung
Bldg. 3088
MCB Hawaii, Kaneohe Bay, HI 96863*

Or email: sysalieu.phung@usmc-mccs.org



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