



## 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: Eddie Cross*

*Bldg. 3088*

*MCB Hawaii, Kaneohe Bay, HI 96863*

*or*

*Email: [edward.cross@usmc-mccs.org](mailto:edward.cross@usmc-mccs.org)*



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