

Public Partners Program



Must be a U.S. Citizen to apply

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: Jenny Singler Hahn
Bldg. 3088
MCB Hawaii, Kaneohe Bay, HI 96863*

Or email: jenny.y.singlerhahn@usmc-mccs.org

Please remember the "Public Partners Program" pass is offered to you as a privilege. The pass allows access to the K-Bay Lanes, Klipper Golf Course, and Officers' Club, only. If you are found anywhere on base other than these approved MCCS facilities, your privileges and access to the base will be revoked immediately.



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