



WAIVER APPLICATION

Fiscal Year Period: July 1, 20____ - June 30, 20____

This application must be completed and submitted each fiscal* year by Principal Brokers for Licensed Support Persons before Associate Subscriber initial subscription charges can be waived. Upon acceptance and approval of this application, Licensed Support Persons will be assessed subscription fees quarterly based on the support staff rate instead of the Associate Subscriber rate.

To: Hawaii Information Service

From: _____
 (Principal Broker Subscriber ("PBS")/Principal Appraiser Subscriber ("PAS"))

RE: Waiver Application for: _____
 (Name of Licensed Support Person)

Real Estate License Number: _____ **Effective Date of Waiver:** _____

The Licensed Support Person above is a real estate Broker or Salesperson in the State of Hawaii, associated with the Principal Broker Subscriber shown above as an independent, contractor or an employee, and is seeking a waiver of initial fees from Hawaii Information Services and to be assessed quarterly, semi-annual or annual subscription fees based on the support staff rate as shown on the current Exhibit B, Schedule of Fees and Charges of the Subscriber License and Access Agreement as may be amended from time to time.

The Licensed Support Person is not, and will not for the current and/forthcoming fiscal* year use his/her real estate license for the purpose of listing or selling property, is not and will not cooperate with any real estate licensee who is listing or selling real estate; has no current listings or any sales pending; does not receive any commissions from sales, referrals, splitting of fees with other licensees, etc.

The Licensed Support Person is responsible for reporting changes to his/her status to HIS within 24 hours of the time that the status change becomes effective.

The Licensed Support Person is a:

- Property Manager/Timeshare Agent (Shall not have access to MLS/HIS service nor be charged any fees.)
- Corporate officer, director, and/or shareholder who does not actively participate in the sales activity of the firm. (Shall not have access to MLS/HIS service nor be charged any fees.)
- Partner required to be licensed by law who does not actively participate in the sales activity of the firm. (Shall not have access to MLS/HIS service nor be charged any fees.)
- Personal Assistant, Administrative Staff Person or other Support Person who does not actively list or sell property. (Shall have access to MLS/HIS service and assessed quarterly fees based on the Support Staff Subscriber rate. See Exhibit B. Schedule of Fees and Charges.) The Licensed Support Person assists:

 (Broker's or Salesperson/Agent's name)

As set forth in Article VIII of the Hawaii Information Service Rules and Regulations, we certify that the applicant is eligible for a waiver. We agree that we will notify HIS immediately should the Licensee no longer qualify for a waiver of services. We understand that the waiver is valid for a fiscal* year only and a new application for waiver must be filed each fiscal* year.

Signature of PBS _____ **Date** ____ / ____ / ____

Signature of Licensed Support Person _____ **Date** ____ / ____ / ____

Presented to the HIS Board of Directors on _____	Approved	Denied
Signature of HIS _____	Date	____ / ____ / ____

*Fiscal Year is from July 1st through June 30th.

**Please print, sign and mail or fax this form to Hawaii Information Service:
 Hawaii Information Service, 680 Iwilei Road #777, Honolulu, HI 96817
 Oahu: Phone: 599-4224 Fax: 536-6499
 Neighbor Islands: Phone: 1-800-628-3121 Fax: 1-888-628-3121**