



## Learn more about the Real Estate Branch (REB) of the Department of Commerce and Consumer Affairs

Check out the REB website [www.hawaii.gov/hirec](http://www.hawaii.gov/hirec) for more information and some frequently asked questions.

- What services does the REB provide to the condominium community?
- Where can I get help with association disputes?
- What laws apply to my condominium association?
- How do I get a copy of my association documents?
- How do I obtain a real estate license?
- What are the laws and rules for real estate licensees?

## Real Estate Branch

### About Us

The Real Estate Branch, as part of the Professional and Vocational Licensing Division, assists the Real Estate Commission in carrying out its responsibility for the education, licensure and discipline of real estate licensees; registration of condominium projects, condominium associations, condominium managing agents, and condominium hotel operators; and intervening in court cases involving the real estate recovery fund.

### Subscribe

Receive emails on relevant condominium educational materials. Sign up now at <http://cca.hawaii.gov/reb/subscribe/>

### Contact Us

Condominium Hotline: 1-844-808-DCCA (3222), Ext #1 then #8  
Hours: 9:00 AM – 3:00 PM  
Email: [hirec@dcca.hawaii.gov](mailto:hirec@dcca.hawaii.gov)  
Web: [www.hawaii.gov/hirec](http://www.hawaii.gov/hirec)

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### CONDOMINIUM: DEVELOPER OBLIGATIONS AFTER REGISTRATION

Real Estate Branch  
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## DEVELOPER OBLIGATIONS AFTER REGISTRATION

*Real Estate Branch  
Department of Commerce and  
Consumer Affairs*

*July 2025*



## Issuance of an Effective Date

Congratulations on your Developer's Public Report ("DPR") being issued an effective date! You may now accept purchaser money and binding contracts.

If the project is subject to owner-occupancy requirements, review that your mandatory advertisements meet the statutory requirements pursuant to [§514B-95.5, HRS](#), or other owner-occupancy requirements. Disclose if you are using lottery system for the required fifty percent of units being offering to owner-occupants.

Review the required documents for a binding sales contract, pursuant to [§514B-86, HRS](#). Purchasers may elect to receive supporting documents such as the declaration and bylaws electronically. However, buyers must receive a printed copy of the DPR.

## What Else Must Be Filed?

A developer is required to keep their DPR updated for changes that occur to unsold units. This may involve changes small or large and can be done via amendments or an amended report which supersedes all prior reports.

Developers are allowed to continue selling units even when changes occur. However, they are required to inform both the buyer and the buyer's agent of all changes and file either an amendment or amended report with the Hawaii Real Estate Commission ("Commission").

Developers are also required to annually file a Developer's Annual Report thirty days before the anniversary of their most recent DPR, or amendment to their DPR. This report is due annually until initial sales of all units have been completed pursuant to [§514B-58\(b\), HRS](#).

The forms for DPR amendments, amended, and the Developer's Annual Report are located on the forms page of the Hawaii Real Estate Branch's [website](#): [https://cca.hawaii.gov/reb/rec\\_forms/](https://cca.hawaii.gov/reb/rec_forms/)

## The Condominium Association

A developer should setup the association's relevant financial accounts and register their association with the Commission if the project has more than five units. Association registration is mandatory within thirty days of the association's first meeting, or at least one year after the first recordation of a purchase of a unit, [§514B-103\(a\)\(2\), HRS](#).

Developers should also contract with an auditor to provide the mandatory annual audit required by [§514B-150, HRS](#). While not required by law, they may also choose to hire a managing agent, legal counsel, and on-site employees. Developers have the option to incorporate and register the association with the DCCA's Business Registration Division.

Developers are also required to transfer power to the association by the end of the developer's control period.

## Best Practices

Maintain a backup copy of all your DPR registration documents, including the final DPR, and upload a copy to an online storage service. While the Commission does maintain an electronic version of the DPR indefinitely, it only retains the supporting registration documents for ten years. Having the final documents easily available is vital in the event of potential litigation related to the condominium project.

