

## ATTACHMENT A

### Sponsor Responsibilities and Penalties

Visitor permits **MUST** be made three (3) State Office business days or more in advance of scheduled visit. **No Exceptions will be made.**

Sponsors are required to **pay immediately** upon submittal of Visitor Permit for lodging in All State Lodging Facilities such as Wilcox, Visitor Quarters and Cottages. Refunds will only be made if Sponsors cancels 3 days prior to guests' arrival.

All visitors must be registered with their full name on the form provided and each form shall be complete with sponsor signature before approval. Sponsors are required to follow up if permit has been approved.

All guests/visitors must have identification that includes date of birth.

Visitor passes must be picked up on a business day prior to the scheduled visit day **IF** the state office is closed on the visitor arrival date. Visitors arriving on the weekend must provide a copy of I.D. via email or fax to Sponsor or State Administration office. Visitor sign in sheet must be brought to the Administration Office the first business day after the visitor's arrival. Visitor pass/ tags must be returned immediately upon the visitor/guests departure. After hour drop box is available at DOH Admin Office.

Each Sponsor is only allowed to sponsor six (6) visitors/guests at a time. As a Sponsor you are required to be with your visitors/guests outside of Settlement boundaries.

Please provide a copy of Visitors Rules and Regulations ahead of time to your arriving guests if possible.

Sponsor(s) are responsible for all actions of visitors/guests, including infractions of Kalaupapa rules and regulations. Please be sure to provide a copy of Visitor Rules and Regulations to your visitors/guests. Any violations made by Visitors/guests will result in revocation of Sponsors invitation privileges as follows:

- **First Offense:** Will not be allowed to sponsor any guests for 6 months
- **Second Offense:** Will not be allowed to sponsor any guests for 9 months
- **Third Offense:** Will not be allowed to sponsor any guests for 12-24 months

Additional sanctions may be made at the discretion of the Administration Personnel

ATTACHMENT B  
INSTRUCTION FOR VISITORS  
RULES & REGULATIONS GOVERNING ALL VISITORS TO KALAUPAPA SETTLEMENT

IF YOU ARE GOING TO BE DRIVING DURING YOUR VISIT IN KALAUPAPA, WE ASK YOU TO USE EXTRA CAUTION SINCE MANY OF OUR RESIDENTS HAVE VISUAL AND HEARING IMPAIRMENTS. ON OCCASION DEER AND WILD BOAR ARE IN THE SETTLEMENT. PLEASE BE CAREFUL AND CAUTIOUS!

SPONSORS: ONLY RESIDENTS OF KALAUPAPA MAY SPONSOR GUESTS.

GUESTS/VISITORS: **All visitors must present some type of photo identification Upon sign-in at the State Administration Office (i.e., Driver's License, State ID, etc.) ALL ID's MUST HAVE BIRTH DATE ON THEM.**

REGISTRATION: Registration at the - State of Hawaii - Administration Office is required of "ALL" guests. Guests are required to sign the Department of Health permit upon entering the Settlement and obtain a copy of Rules if sponsor has not provided them a copy. Anyone visiting the Settlement without a sponsor and signed permit is TRESPASSING and subject to legal action.

MAXIMUM STAY: NO VISITOR is allowed to visit Kalaupapa Settlement more than thirteen (13) days in a calendar quarter. The maximum stay for each guest is limited to seven (7) days and (6) Nights at the Visitor's Quarters/ Wilcox.

HOSTS/SPONSORS: Unescorted walking or riding beyond settlement property is strictly prohibited. Guests must be in the company of their sponsor at all times when outside the airport terminal area and the cattle guards beginning at the road to Kalawao (where the pavement ends and dirt road begins).

VISITATION OF MINORS: Children under the age of sixteen (16) are not permitted in Kalaupapa Settlement.

PHOTOGRAPHY: Photographs of patients may **NOT** be taken without their **written permission**. This includes their property. Permits may be picked up at the State of Hawaii Administration Office.

HOSPITAL: **THERE ARE NO MEDICAL SERVICES AVAILABLE TO VISITORS AT KALAUPAPA**

RESTROOMS: Public restrooms are located at the Airport Terminal, the Administration Building, Lion's Club "Ocean View Pavilion, National Park's Kalawao Pavilion, and Fuesaina's Bar.

VISITOR'S QTR's: Check-In 2:00PM, Check-Out 12:00 Noon  
Please inform Administration staff if you will need an early check-in and/or late check-out time. If you fail to notify Staff, our Housekeepers have the right to gather all your personal belongings and set it aside so that they may proceed with their duties. Please **DO NOT REMOVE** any items from Visitors Quarters, Wilcox or Cottages.

**FOOD:** There are no restaurants in Kalaupapa so it is necessary for guests to provide their own food, beverages and sundry items. Beer, Wine, water, juice, ice-cream and t-shirts are available at FUESAINA'S BAR. Hours are Monday-Saturday, 9:00 AM – 11:00 AM (No Alcohol Served) and 5:00 PM to 8:00 PM Monday-Wednesday and Saturdays. Closed Thursdays, Fridays, Sundays and Holidays.

**All visitor trash/garbage must be packed out when visitors leave Kalaupapa.**

Visitors may purchase a soda, candy or bag of chips per day at the Kalaupapa Store, but shopping for groceries is PROHIBITED. Sponsors must provide for their visitors.

**LIBRARY:** The library is **NOT** open to the public. Please have your sponsor check with National Parks Office if you wish to use Library resources. Removal of materials from library is strictly prohibited.

**SPEED LIMITS:** 15 MPH Hospital Zone and Unit Homes Drives  
25 MPH within the Settlement  
35 MPH outside the Settlement

\*\*Please move onto the shoulder of the road when there is oncoming traffic.

**HUNTING:** Visitors are **NOT PERMITTED** to hunt. Visitors are **NOT PERMITTED** to carry firearms. Visitors **may only accompany** approved resident hunters after registering with Administration Office.

**CAMPING:** Camping is **NOT ALLOWED** anywhere.

**USE OF NATURAL RESOURCES:** Visitors of patient residents, visitors of employees, and short-term volunteers may only fish with poles. No NET fishing by any guests will be allowed. State and Federal fish and game rules must be respected. Visitors **MAY NOT** take any marine life on behalf of patient, employee residents or resident volunteers, or exercise their privileges. No Opihi picking. Any violations of the Kalaupapa fishing policy or fish and game rules will result in the visitor being declared unwelcome and banned from future visits to Kalaupapa. No fishing equipment or the cleaning of fish is allowed in any building.

Harvesting and removal of sea salt is to be done under the supervision of sponsor. Please only take what YOU need. Be mindful of others.

No diving tanks or scuba allowed. No surf boarding or boogie boards. No diving off the pier.

**NO ANIMALS:** No animals of any species are allowed in the settlement. Service animals are an exceptions with proper documentation present at check-in as proof. All Service animals must be properly identified with Vest and paperwork.

NO LITTERING: Please be respectful of this Makenalua Peninsula. Do your part to maintain the pristine beauty, as a steward for the 'aina (land) and all that lives and grows here.

ATTITUDE: Honor and respect the history of those who once lived here and Especially for those who still reside here and call this special place "Home"

NO TRESPASSING: Trespassing onto personal property is **strictly prohibited**. This Includes: any fruit, vegetable or flower picking.

**ANY VIOLATION OF THESE RULES GOVERNING ALL VISITORS WILL RESULT IN DISCIPLINARY ACTION AND SUSPENSION OF VISITATION AND SPONSORSHIP PRIVILEGES.**

**VIOLATIONS OF THE KALAUPAPA FISHING POLICY SHOULD BE REPORTED TO THE KALAUPAPA SETTLEMENT ADMINISTRATOR IMMEDIATELY FOLLOWING THE ALLEGED VIOLATION. VIOLATIONS OF THE KALAUPAPA FISHING POLICY MAY BE REPORTED UP TO THREE (3) MONTHS AFTER THE ALLEGED DATE OF THE INCIDENT. ANY VIOLATION AFTER THAT TIME WILL NOT BE INVESTIGATED.**

Revised 10/20/16 SKP