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# WELCOME TO HAWAII TOWER

The name Havaiki or Hawaiki is an old Polynesian ancestral form for Hawai'i, and in general Polynesian refers exactly to that, the ancestral homeland of all Polynesians. I heard it spoken in the Tuamotus, to which was also applied the meaning of ancestral paradise, or place to which Polynesians return as souls.

It is cognate with Savai'i, still known by that name, as the island east of Upolu, in Western Samoa across the channel, just beyond Manono Island. Savai'i was once called Sa-lafai, or family of Lafai, the land of the chief Talalafai, which Hawaiian genealogies still record, Kalahai, or a chief of Kaua'i by that name showing that Hawaiians continued to keep a record of a name that links their chiefs with West Polynesia.

There is also Havai'i, an ancestral name for Ra'iatea in the Northern Society Islands, across the channel from Borabora, once called "Upolo itself, so that the West Polynesian names were retained in East Polynesia, showing the connection between the Polynesian groups who stayed in the west and those who journeyed eastward.

It is a name which links Polynesians to a homeland rich in traditional honor, security, and comfort of the place from which they, once they had settled it for all the generations which followed, also was the place from which they embarked farther to reach and settle this Hawai'i in these and our Hawaiian Islands.

The pronunciation Savaiki for this same paradise I also heard in faraway Tongareva, otherwise known as Penrhyn Island. It is a dignified and proud name to give to your residential tower.

Rebellite Kawena Johnson  
Professor of Hawaiian  
University of Hawaii at Manoa

# THE OWNER'S MANUAL

This Owner's Manual is provided to familiarize you with your new home at Hawaiki Tower as you take occupancy, and to serve as a convenient reference in the future. The Guide includes apartment information; building safety, security services and excerpts from the House Rules. It also includes important move-in instructions. Please read all of the material in this Guide.

Information in the Owner's Manual is current as of January 2005.

It is our hope that this Manual helps you settle in to the comforts of Hawaiki Tower and allows you to enjoy your new home to the fullest.

# PROJECT SUMMARY

Name:	Hawaiki Tower
Address:	88 Piikoi Street Honolulu, Hawaii 96814
Tax Map Key:	(1)2-3-6:4
Land Tenure:	Fee Simple
Residential Units:	417 Units total, including: 40 1-Bedroom Units 359 2-Bedroom Units 10 3-Bedroom Units 8 Penthouse Units with 3 or more Bedrooms
Commercial Units:	8 Units total, including 2 1-Bedroom Units 6 2-Bedroom Units
Retail Units:	2 Units – totaling 33,385 square feet
Parking Stalls:	806 Stalls
Developer:	Nauru Phosphate Royalties Development (Honolulu), Inc.
Project Manager:	Brett Hill, Incorporated
Design Architect:	Barry Patten PTY, Ltd.
Working Architect:	GYA Architects, Inc.
General Contractor:	Dillingham Pacific Construction Company, Ltd.
Attorney:	McCorriston Miho Miller Mukai
Escrow Agent:	Title Guaranty Escrow Services, Inc. (Honolulu)
Sales Broker:	Development Feasibility & Marketing Services, Ltd.
Managing Agent:	Hawaiiana Management Company, Ltd.

# BEFORE YOU MOVE IN...

## UTILITIES

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### GENERAL

Water, hot water, sewage, and basic cable television service are included in your monthly maintenance fee. Electricity, including your air conditioning, telephone and upgraded (premium) cable television usage will be billed separately to you.

### ELECTRIC SERVICE

To activate your electrical service, call Hawaiian Electric Company at 548-7311. Please provide the customer service representative with your address: 88 Piikoi Street, Hawaiki Tower Unit No. \_\_\_\_\_, Honolulu, Hawaii 96814.

### TELEPHONE SERVICE

In order to coordinate your request for services, orders may be arranged through the resident management staff of Hawaiki Tower. Simply complete the Verizon order forms and return them to the resident manager. They are available from the Hawaiki Tower website or from the manager's office.

Each apartment is provided with dual port telephone outlets. The top plug in each room is line 1 and the bottom plug in each room is line 2.

High-speed internet service (DSL) is available from Verizon. Owners wishing to subscribe to this service may do so at the resident manager's office or can make arrangements directly with Verizon. Forms for this service are also available from the Hawaiki Tower website or the management office.

### CABLE TELEVISION SERVICE

Oceanic Cable provides basic cable television service to each apartment. The cost of this service, which includes basic service to all outlets in the apartment, is included in your monthly maintenance fee. This basic service includes 69 channels.

Owners wishing to subscribe to premium channels will need to make arrangements with Oceanic Cable at 625-8100. Charges for premium channels will be billed directly to you by Oceanic Cable.

Each unit is provided with one (1) cable television outlet, located in the living room and one (1) cable television outlet in each bedroom.

High-speed internet service is available from Oceanic Cable. Owners wishing to subscribe to Roadrunner may do so by calling Oceanic at 625-8100. They also have an office at Sears if you would rather speak with someone. Charges for internet service will be billed directly to you by Oceanic Cable.

## CENTRAL AIR CONDITIONING

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Hawaiki Tower has a central air conditioning system, and individual apartments are equipped with one or more heat pump fan coil units that provide cool, conditioned air. Electrical power consumption for the individual air conditioning apartment unit usage is included in the individual apartment unit electrical bill. See the section on “Apartment Information” for further details on the air conditioning system.

## INSURANCE

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Hawaiki Tower Association of Apartment Owners carries master policies for property and liability insurance through J & H March & McLennan (insurance agent).

To protect your personal property and custom furnishings and fixtures not installed as part of the original buyers package, and to provide personal liability protection not covered in the master policies, it is HIGHLY RECOMMENDED that apartment owners obtain individual insurance policies prior to moving in. One method of protection is a Condominium Owner’s Home Owner Policy.

As an owner, you are responsible for a variety of maintenance tasks in your apartment. If you fail to perform regular maintenance and damages occur to your or other apartments, it is unlikely that the Associations’ insurance will protect you.

Please refer to the House Rules for other Association policies for the maintenance responsibilities of specific items in your apartment.

## MOVE-IN PROCEDURES

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The Resident Manager is responsible for coordinating move-in times. The Resident Manager will do his best to accommodate your requested date. You may schedule a move-in time by calling the Resident Manager at 589-1344. You may also call the security office at 589-1347 after hours to set a tentative move-in time.

Before your move-in date, you should pick up your keys, security access key cards, and other materials from your real estate agent. Do not try to do this on the same day as your move – there will not be enough time.

You may move in *small personal items* at any time after your purchase has been recorded or your rental agreement commences and you have registered with the Resident Manager. However, large furniture items may be moved only during your scheduled move-in date and time. Please provide proof of your completed sale or

rental prior to your visit to the resident manager (closing statement or rental contract). It is preferred that the real estate agent call or fax this information to the resident manager's office. The resident manager will have no means of confirming your authorization to occupy the apartment without proper documentation. For your convenience, one elevator will be available exclusively for you. Please make sure your moving company is familiar with the loading facilities at Hawaiki Tower before your move-in date.

Pushcarts are available at the security office to assist you in moving small items that can fit through doorways. Moving is not permitted through the front entrance glass doors at any time. Please park in your parking stall or make arrangements to use the loading dock for all moving. Please return the pushcart to the security office after you are finished with it.

# BUILDING INFORMATION

## IMPORTANT PHONE NUMBERS

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Resident Manager's Administrative Office:

Telephone: (808) 589-1344

Fax: (808) 589-1346

Email: [office@hawaikitower.org](mailto:office@hawaikitower.org)

Website: [www.hawaikitower.org](http://www.hawaikitower.org)

Security: (808) 589-1347

Hawaiiana Management Company: (808) 593-6800

Emergency: Dial "911" for Police, Fire, or Ambulance

## BUILDING MANAGEMENT

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Hawaiiana Management Company is the Managing Agent for Hawaiki Tower, and operates under the direction of the Hawaiki Tower Association of Apartment Owners Board of Directors.

The building has one Resident Manager who is responsible for all matters concerning the operation of the building and grounds.

The Resident Manager's office is on Level 3 (Lobby) at the Mauka (mountain side) wing of the building. All questions relating to building operations are to be directed to the Resident Manager.

The Resident Manager's office is open daily from 8:00 a.m. to 5:00 p.m., Monday through Friday. After hours, Security will handle routine matters and the Manager will be available for emergencies.

## SECURITY

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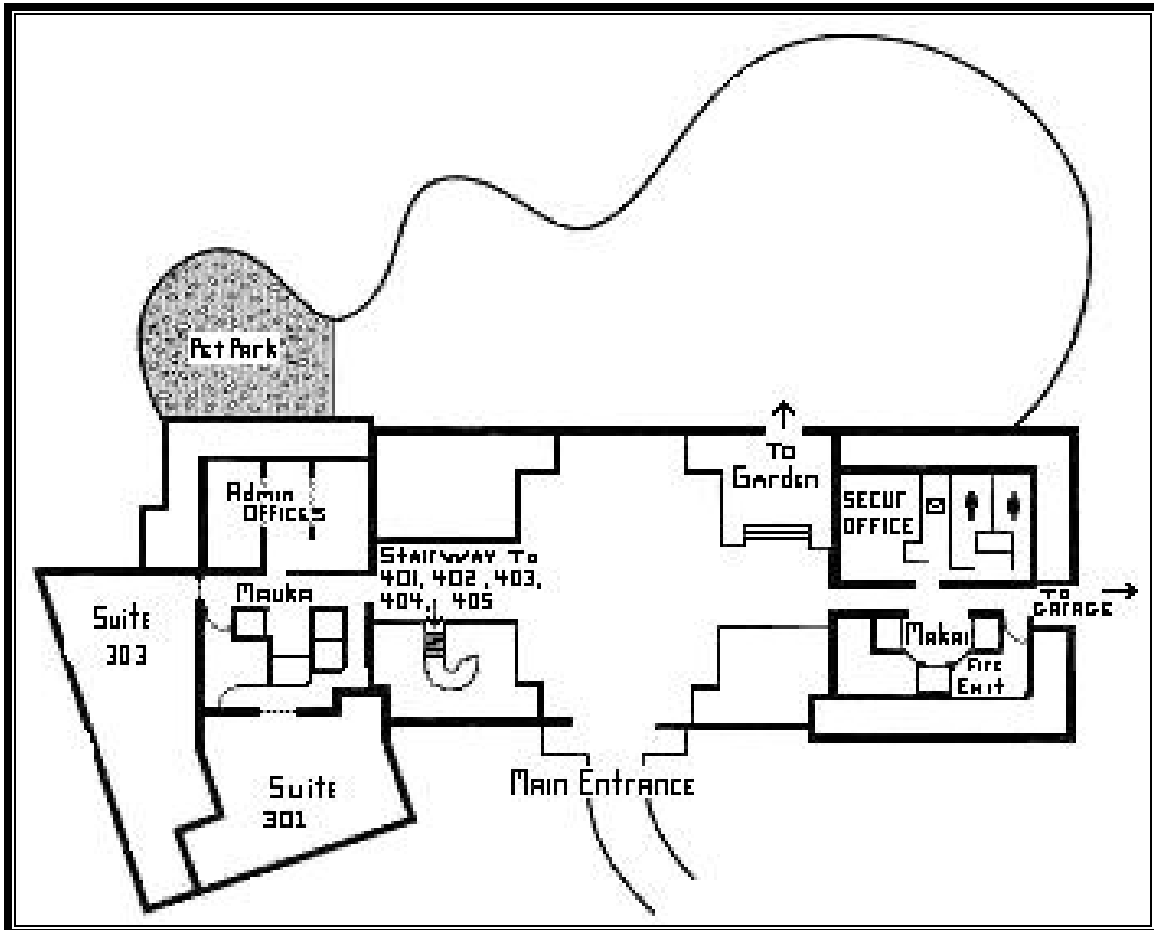
Hawaiki Tower utilizes a combination of personnel and technology to provide a secure environment for you and your guests.

Personnel will be on duty 24 hours a day at the central security office at the Makai wing of Level 3 (lobby). For security assistance, call 589-1347.

TV cameras with digital and VCR taping capabilities monitor all primary security points of the building. Access through the entry points requires a personal proximity card.

At each entry point where you see a proximity card reader, you will also see an intercom panel. Depressing the silver button directs a call to the security office enabling you to speak immediately with a security officer.

Owners will have their own proximity cards, personally programmed to provide access to areas specific to the intended use of their residential and/or commercial unit and common area amenities.



## ELEVATORS AND LOBBY

Hawaiki Tower has six high-speed (500 f.p.m.) elevators. One elevator in each elevator bank (2 total) has been designated to be utilized for moving large personal belongings.

All three elevators at the makai end (ocean side) of the building go down to level 2. At the mauka end (mountain side) of the building only one elevator goes to level 2, the middle cab. When a move is in progress and this middle cab is secured for the exclusive use of the occupant who is moving, you may have to walk up or down the stairs to or from level 2 and 3 to enter or exit the building at the mauka end. Alternatively, you could proceed to the makai elevators which all terminate at level 2.

## ENTRY PHONE PROCEDURE

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In order for the Entry Phone to operate in your apartment you must have a telephone number assigned by the telephone company. This can be a landline or a cellular line. You must give the Resident Manager your phone number, so it can be programmed in the system (all numbers are kept confidential).

In order to use the entry phone, read the instructions on the LCD display screen located to the column to the right of the main entry doors.

Here's how the system works:

1. Visitor presses the # key to start the menu, to advance the menu press the # key again, to see the previous menu page press the \* key, enter selected four digit code number for the desired apartment.
2. When the phone rings in your apartment, pick up the receiver, then press **"9" for Mauka** Tower or press **"5" for Makai** Tower to let your visitor in through the lobby glass security doors and allow access to utilize the elevator control panels.

Please ask you guest or visitor to sign in his/her vehicle at the security podium located near the enterphone system before calling you and ask if all members of the group are ready to proceed to the elevators. Occasionally, after granting access to a visitor, the visitor will pause to collect times, register their car or wait for others to enter the building and the enterphone system will "time out" and they will not be granted access. They will then be required to repeat the procedure.

The enterphone has been programmed to call a cab for you. Simply use the same procedures above to find the listing and when you find the cab company listed, push the four digit code to call a cab.

## PROXIMITY CARDS

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Initially, two personally programmed proximity cards were provided per unit at no charge to the original owner. If these cards are lost or damaged, they cannot be replaced for free. Additional cards, if required due to damage, loss or theft, can be obtained for the refundable deposit of \$25 per card.

## LOCKOUTS

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The building staff does not provide lock out services. A master key is kept in a locked box in case of emergency. Emergencies are defined as fire, flood or personal injury. Locking yourself out while throwing out the trash or coming down for your mail does not constitute an emergency. Please make arrangements with a friend, relative or business associate you trust to keep a spare key for you.

## KEY DROP OFF

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This service facilitates owners who have to work (or be on the golf course) when having services rendered in their apartments while they are away.

Apartment occupants are able to drop off a key to the security personnel along with authorization and instructions (we provide the form – also available on-line) for what is to be done with the key once the security staff gives it to the visitor. Once the key is provided to the visitor, security personnel will not accept the key back. Other arrangements must be made to return the key to the apartment occupant. If a service provider fails to show up and the key remains with the security staff and the owner does not pick it up, the key will be mailed back to the registered owner via USPS certified mail return receipt requested.

Security or other building personnel do not accompany the service provider or visitor to the apartment, nor does building personnel stand by and supervise whatever work is being performed.

## MAIL ROOM

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Individual mailboxes, assigned by apartment number, are located at the Makai wing of Level 3 (lobby), adjacent to Security. Parcel boxes are available for acceptance of larger deliverables that do not fit in the unit assigned mailboxes. These boxes are for USPS deliveries only.

For private courier services such as UPS, FedEx, DHL, etc. the security staff will accept packages for residents. Packages must not contain perishables or weigh more than 50 pounds and not be too large to fit through the doorways or in the storage areas.

A notice will be placed under the apartment door informing the resident that a package is being held for them and to retrieve it at their earliest convenience.

## TRASH CHUTE

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Every floor has access to two trash chutes. The makai chute is located through the door in the makai elevator lobby. The mauka chute is located down the short hallway leading to apartments “01” and “02”. All trash deposited in the chute (except for dry paper) must be wrapped or secured in plastic bags. No bulky or flammable objects or materials shall be placed in the trash chute. Large boxes must be taken to the designated bulky item and/or recycling area at the loading dock area. Cat litter and other pet waste must be taken to the designated bulky item container at the loading dock.

The trash chute shall not be used between the hours of 10:00 p.m. and 7:00 a.m.

The Board of Directors may choose to adopt a recycling program, which may require modification of the trash chute rules.

## PETS

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Pets are permitted, as provided in the “House Rules” section of this Guide. All pets must be registered with the Resident Manager immediately upon being kept in a unit.

## FIRE SAFETY

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Upon moving in, every resident should take time to walk through the building and grounds to become familiar with the fire exits and alarm pull stations. Dial “911” in case of fire, or other emergencies requiring the Fire Department, Police or Ambulance. Call “911” first and then call Building Security at 589-1347 if there is a fire in your apartment. After calling 911 for any reason, please inform the security office that an emergency vehicle has been summoned. Large vehicles are not able to drive up the main entrance ramp and assistance is generally needed for these emergency personnel to gain access to the building and a specific apartment. Your security staff is trained to assist and can be most efficient when notified.

Every corridor has alarm pull stations, fire extinguishers, sprinklers, smoke detectors, and emergency loudspeakers, including strobe lighting. A loudspeaker is also located inside each apartment so that the Fire Department and building staff can broadcast emergency bulletins to occupants.

Automatic smoke doors close off each elevator lobby from the corridor. Therefore, use of the fire stairwells located at each end of the floors is mandatory.

A comprehensive Fire Evacuation Plan is available from the resident manager’s office or from the Hawaiki Tower website. Following is a brief guide to that Plan.

### FIRE EMERGENCY PROCEDURES:

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1. Upon hearing your fire alarm signal, do not panic. KEEP CALM. Go immediately to your apartment entrance and feel the door with your hand before opening it.
2. If your apartment door is hot to the touch, or if you see smoke seeping into your apartment, DO NOT OPEN THE DOOR. Seal off all cracks around the door with damp towels to keep smoke out.
3. If your apartment door is cool to the touch and there is no evidence of smoke, open the door only a crack at first, then slowly open it all the way if you feel it is safe to do so.
4. Do not use the elevators when the alarm has sounded. They will be automatically sealed off by a smoke door and will descend to the lobby for Fire

Department use. Also, do not waste time on the telephone to find out what is happening.

5. Go to the fire exit stairway nearest you and proceed down to the ground level. Younger people should assist children and elderly people as they may not be able to see well or to proceed downstairs as quickly.
6. Those in wheelchairs and other occupants unable to descend the stairs should remain in the fire exit stairwell on the landing on their floor. If possible, an able-bodied adult should remain with the individual to ensure his/her safety and to help keep him/her out of the flow of foot traffic.
7. The Resident Manager will keep a list of those handicapped persons who require assistance. This information will be given to fire and rescue personnel.

## STORAGE CABINETS/LOCKERS

Designated parking stalls are provided with an assigned storage locker. Each locker is approximately 4 feet high, 8 feet wide, and 2 feet deep. The locker is capable of holding a maximum of 250 pounds, uniformly distributed. Do not overload the lockers.

## BICYCLE STORAGE

Bicycle racks are located on levels 1 and 2. Bicycles must be registered with the security office and a numeric tag attached to the bicycle. Every year or two management goes through the bike racks and removes all bicycles that are unregistered and abandoned. Registering your bike will prevent your bicycle from being identified as abandoned and disposed of by Hawaiki staff.

## SURFBOARD STORAGE

Surfboards are not permitted in the tower. A secure room with proper racks has been built especially for surfboards. All surfboards are registered and photo documented when placed in the room initially. To access your surfboard, call security and an officer will accompany you to the room and log out your board. Upon returning, please call security from your cell phone or an intercom and an officer will meet you at the room to expedite the stowage of your board.

## PARKING

There are 806 parking stalls, including handicap parking, 13 guest parking stalls and 71 commercial stalls. All resident parking stalls are covered and are located in the parking garage, adjacent to the Tower.

Each stall is assigned to a specific apartment. Do not park in any stall other than your designated stall.

The guest parking at Hawaiki Tower is limited to guests only. Residents are NOT permitted to park in guest parking stalls at any time. Vendors and other service providers are asked to make arrangements to park in the loading dock (if space is available – ask at security) or park on the street.

Residents are permitted to stand at the immediate front of the covered walkway entrance to actively load and unload for a period not to exceed ten (10) minutes. Do not block the drive lanes or other parking stalls trying to use this area. If it is busy, please proceed to your parking stall in the garage.

## VEHICLE REGISTRATION

All motorized vehicles are required to be registered with management. A parking tag is required to be displayed facing outward from your rearview mirror. This tag can be obtained from the security office and should be provided to each owner or tenant by the previous owner or real estate agent.

The security office keeps a portable jump starter in case a vehicle won't start due to a dead battery. Just ask for assistance from the security office.

## POOL/SPA

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Pool and spa hours are between 8:00 a.m. and 10:00 p.m. There is no lifeguard on duty – use of the pool is at your own risk. Residents must accompany all guests. Please refer to the House Rules for a complete set of rules and regulation governing the use of the pools. Following are general guidelines for using the pool area.

No food or drink is permitted in the pool area.

Please be considerate of others using the pool. Everyone needs to remember that sharing the pool is a requirement. Residents of all ages and abilities should be able to use the pool without being run over, splashed out or otherwise bothered to the extent they give up and leave. If children or adults want to play roughly or loudly, please go to the park across the street where you can carry on as loudly and boisterously as you wish.

Residents use the lap pool for exercise. Pay attention to their swimming and do not block their path or let children drift or play in their way as they swim laps or exercise.

NO SOAP is permitted in the pool or spas.

## RECREATIONAL FACILITIES

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Please refer to the House Rules for a complete set of rules and regulation governing the use of the various recreation areas and procedures for reserving areas.

## PICNIC AREAS

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All use of the recreation area and facilities is at the resident's and guest's sole risk. Open flame barbecuing or fires are not permitted in any part of the apartment, or anywhere within Hawaiki Tower except in the area specifically designated for barbecuing. Flammable items (charcoal and lighter fluid) are not permitted to be stored in your apartment. Only Hawaiki Tower's barbecuing equipment may be used. Use of the barbecue area is limited to the hours between 8:00 a.m. and 10:00 p.m. daily.

Barbeque charcoal is provided for your use. We try to use only the self-starting type to avoid the use of lighter fluid. The best way to time your BBQ is to call security just before you leave your apartment with all your food and utensils. That way an officer will be available to assist you in preparing the BBQ until you learn the features of the grills. Barbecue area equipment and furniture must not be removed from the area.

Only residents and their guests are permitted in the recreational areas. Reservations for larger functions may be made for these areas. Please refer to the House Rules for the complete rules and regulations governing the reservation of recreation areas.

Litter pick-up is the responsibility of residents and guests upon leaving the recreational area. Please help us keep these facilities clean for all residents to enjoy.

The Board of Directors reserves the right to make such other rules and regulations from time to time as may be deemed necessary for the safety, care and cleanliness of the premises and for the comfort and convenience of all of the occupants of the condominium project.

## TENNIS COURT

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Tennis court hours are between 8:00 a.m. and 10:00 p.m. Use of the court is limited to residents and their guests. Please refer to the House Rules for the complete rules and regulations governing the use of the tennis court.

Court reservations may be made by calling the resident manager or the security office.

Proper tennis attire is recommended. Only non-marring rubber sole shoes are permitted on the tennis courts (no slippers or waffle-sole shoes).

The tennis court may only be used for playing tennis. Food and beverages are not allowed on the court.

## BUILDING STRUCTURAL CONSIDERATIONS

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Hawaiki Tower is constructed using 6” post-tension cable concrete floor/ceiling slabs. This is a relatively thin floor slab and we have learned that it transmits noise between apartments vertically more easily than many folks are accustomed to.

In order to minimize the disturbance to residents below, the installation of alternative rigid flooring materials is limited. Please refer to the House Rules for a complete description of the requirements for installing alternative flooring.

It is highly recommended that residents place Teflon or other tips under chairs legs, or area rugs under chairs with wheels, to minimize the sound transmission to the neighbor below. Free samples are available from the resident manager’s office.

Any significant construction activity that may create noise needs to be coordinated carefully with the resident manager’s office in order to notify residents below and adjacent that a project will be commencing.

A common complaint we receive is that, “The neighbor above me is dropping a bowling ball or other heavy weight on the floor at all hours of the night.” This is caused by the neighbor above allowing the toilet seat to drop to the bowl. This has been tested and confirmed to be the cause. In consideration of your neighbor, please refrain from dropping the toilet seat.

# APARTMENT INFORMATION

## APPLIANCES

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Appliances instruction manuals and warranty information for your apartment are located in the cabinet drawer under the microwave oven in the kitchen. Copies of pertinent information regarding the appliances are available from the resident manager's office.

## CENTRAL AIR CONDITIONING

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Central air conditioning (heat pump fan coil type) is an important contributing factor to the modern, comfortable lifestyle at Hawaiki Tower. The system is linked to the individual apartment electric meters so you only pay for the energy you actually use. It is the responsibility of each apartment owner to maintain his/her air conditioning unit (s). Many air conditioning contractors can provide these services and a list of contractors is available from the manager's office.

For the do-it-yourselfer (and for contractors), air filters and algaecide are available from the resident manager's office for \$5 per set (one filter and two tablets).

Each heat pump fan coil unit has individual thermostatic controls to set the fan speed and desired temperature. The thermostat has a warmer/cooler digital Fahrenheit or Celsius temperature adjustment control, high/low automatic fan speed, cool mode, and on/off.

The units are designed to achieve a temperature setting of 78 degrees. Setting the temperature cooler than that may result in increased operating cost, shortening the life of the equipment and increased condensation.

If the thermostat is set at a cold condition and the room is allowed to over-cool, and then the doors or windows are opened, condensation problems may occur on the cold surfaces, including the walls, ductwork and air conditioning registers. Continued condensation will damage your apartment.

A special switch can be installed in each air-conditioning unit to help prevent overflowing condensate drain pans, the most common problem with a/c units. The switch is provided at no cost to any apartment owner requesting it. The installation of the switch is the responsibility of each apartment owner.

If any water leaks are detected around the fan coil unit enclosure, notify the Resident Manager or Security immediately.

When arranging furniture in your apartment, please consider that the air conditioner will require periodic access for maintenance. Placing dressers or a bed in close proximity to, or in front of, the unit may limit the flow of air and make servicing the unit difficult or impossible. It is a good idea to place a note pad on the front gray cover of the unit to write the date service was last performed. Otherwise, you'll rarely remember how long it has been between service intervals.

## ENERGY-SAVING TIPS

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Since air conditioning charges are based on individual usage, the following tips can help you save additional money off your monthly bill:

Keep drapes closed as much as possible, especially during the day and when your apartment is not occupied.

Run your fan at low speed except when greater cooling is needed. Operating the fan at this most energy-efficient setting will result in lower monthly bills.

If you are going to leave your unit for any period of time, consider turning off the air conditioning.

Avoid running the air conditioning when doors or windows are open. Open doors and windows will cause condensation and subsequent damage at the air conditioning registers, ductwork and walls, and will increase air conditioning charges.

Experiment with your thermostat temperature setting to see what is most comfortable for you. You may find a slightly warmer temperature can be comfortable while saving you money.

## VACATING YOUR APARTMENT

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When leaving your apartment for extended periods of time (more than one month) it is a good idea to turn off all water sources to the apartment. The stop valves beneath the kitchen and bathroom sinks, toilet(s) and washer dryer should be closed. Plugging the drains in the sinks will help prevent the water in the P-trap from evaporating. Some residents report success with placing plastic/seran wrap over the toilet bowl to prevent the water from evaporating. If the water evaporates from a drain, an air path from the sewer drains into your apartment will develop and the smell can get quite bad.

Alternatively, arrangements can be made with a realtor or friend to enter your apartment periodically to flush toilets and run water down all the drains to re-fill the P-traps. It is recommended to operate the dishwasher and washer/dryer every couple of months (at a minimum) to keep the rubber seals lubricated and all valves exercised. A lack of use is likely to cause problems later on.

## WINDOW GLASS

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The thermal pane (2 panel) windows in your apartment are specially tinted on the inboard side of the exterior pane of glass. DO NOT USE abrasive cleaning material or other rough material to clean the inside of your windows. This will permanently damage the glass. Use only mild detergents and soft cleaning cloths. Avoid scraping or using razor blades.

## MARBLE AND GRANITE SURFACES

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The kitchen counters are surfaced with grande violet granite. Granite is more durable and more resistant to stains than marble. However, the same cleaning techniques described for marble surfaces may be used, if necessary.

The bathroom counters and backsplashes, and master bathroom floors and walls are finished with Botticino Fiorito marble tile and should be treated with care, just like any other valuable piece of furniture. Food and beverages that mar the finish of fine wood also may mar marble. It is therefore recommended that coasters be used under glasses and that spilled liquids or foods be immediately wiped up. It is recommended that all granite and marble be treated with a sealer which will require periodic reapplications.

Here are additional tips on the care and cleaning of marble surfaces:

FINE SCRATCHES may be buffed away and the entire surface repolished whenever necessary using polishing powder (tin oxide, available from hardware stores or local marble supply shops) applied on a damp cloth.

ETCH MARKS can be caused by acidic substances like wine, beer, fruit juices, vinegar, tomato products, mustard, carbonated beverages, ink, and salad dressing. Wash the surface with clear water. If a stain remains, poultice the area according to the "stain removal" directions below.

Once the stain has been removed, wet the surface with clear water and sprinkle with polishing powder. Rub the powder onto the marble with a damp cloth and continue buffing until the etch mark disappears and the marble shines.

STAINS usually require the use of a poultice, which can be made of white blotting paper, white paper napkins, white cleansing tissue or powdered household cleaner. The poultice should be soaked in the appropriate solution (see below) and kept from drying out while it is drawing the stain out of the marble (a process which can take from one to 48 hours). To keep the poultice damp, cover it with a sheet of plastic or glass.

ORGANIC STAINS are caused by substances like tea, coffee, wet bark or flowers, and leached colors from paper or textiles. They often disappear after washing the area. If

not, wash the surface with clean water and apply a poultice soaked with Hydrogen Peroxide (20 % volume) or household ammonia (full commercial strength).

OIL STAINS are caused by butter, milk, salad oils, peanut butter, mustard, hand cream, etc. Use a poultice soaked in Amyl Acetate or Acetone.

RUST STAINS are caused by steel wool, flower pots, some soils, cans, nails, and other metal objects. Use a poultice soaked in commercial iron rust remover.

## DRAPERY TRACKS AND LINERS

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Custom drapery tracks may be installed in living rooms. They may be secured to the ceiling by drilling holes not over five-eighths inch (5/8") deep in the concrete ceiling slab, and using "expansion anchors " to secure mounting screws. **USE EXTREME CAUTION WHEN DRILLING HOLES NOT TO EXCEED 5/8" DEEP.** Deeper holes could cause post-tensioning cables in the structural slab to snap, and could cause **SERIOUS INJURY**. Neutral-colored draperies, liners or other window treatments are only permitted (i.e., beige/white color or light wood tones).

Other window dressings may be mounted to the window casings and avoid the potential problem of disturbing the post-tension cabling contained in the structural floor/ceiling slab.

## HOT WATER

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Hawaiki Tower has an energy-efficient hot water system which provides ample hot water to all apartments at all times. Hot water costs are included in the monthly maintenance fee.

## PLUMBING

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### SHUT OFF VALVE

Individual plumbing shut-off valves for each unit are located within each unit. It is concealed behind an access panel in the ceiling. It is the responsibility of each homeowner to exercise this valve periodically to ensure it works properly or does not begin to leak. The room location of the valve for each unit is as follows:

<u>Unit No.</u>	<u>Location</u>
01	Master Bathroom
02	Bathroom #2
03	Master Bedroom Closet
04/08	Bathroom #2
05/06/07	Master Bathroom
09	Master Bathroom
10/11	Master Bathroom

If a water leak is detected around any of the fixtures, you also have the capability to shut off the water supply for the individual fixture, then notify the Resident Manager or Security and call a plumber. Do not attempt to repair the leak yourself.

## FAUCETS AND SHOWER VALVES

The manufacturer of the kitchen, bathroom and shower faucets provide a lifetime guarantee for the internal cartridge component. The manufacturer provides replacement cartridges at no cost. To obtain replacement cartridges call 1-800-423-5537 ext. 4.

## FIRE PROTECTION

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Each apartment in Hawaiki Tower has an automatic fire sprinkler system. It is designed to minimize fire damage and help protect occupants in the event of a fire in the building. However, extensive water damage may occur if a sprinkler head is inadvertently activated. If this happens, call the Resident Manager or Security *immediately*, as severe water damage will occur.

## ELECTRICAL CEILING OUTLETS

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All living room and bedroom ceilings of each Hawaiki Tower apartment are designed, wired and switched to accommodate "custom" fixtures.

All ceiling outlets are wired to a "hot" wall switch. For variable lighting control, a dimmer switch can easily be substituted for the standard wall switch.

Ceiling outlets are accessed by removing the metal cover plate that has been secured with screws and painted to match the ceiling color.

Custom fixtures may be secured to the ceiling by drilling holes not over five-eighths inch (5/8") deep in the concrete ceiling slab, and using "expansion anchors" to secure mounting screws. **USE EXTREME CAUTION WHEN DRILLING HOLES NOT TO EXCEED 5/8" DEEP.** Deeper holes could cause post-tensioning cables in the structural slab to snap, and could cause **SERIOUS INJURY**.

**IT IS RECOMMENDED THAT YOU HIRE A PROFESSIONAL ELECTRICIAN FOR THIS TYPE OF WORK.**

APPLIANCE LISTING: FLOORS 3-44

<b>Manufacturer</b>	<b>Model #</b>	<b>Supplier</b>	<b>Telephone No.</b>
Gaggenau Cooktop	CK169-604	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Oven (right hinge)	EB184-610	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Oven (left hinge)	EB185-610	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Hood	AH100-790	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Charcoal Filter	KF100-090	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Duct Cover Extension	LK100-110	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Dishwasher	GM925-710	Sub-Zero Distributors, Inc.	(808) 485-0909
Sub-Zero Refrigerator	680/F	Sub-Zero Distributors, Inc.	(808) 485-0909
General Electric washer/dryer	WSM2700TWB	Servco Appliances and Distribution	(808) 837-8600
KitchenAid	KCMS135GSS	Whirlpool Corporation	(808) 847-0053

APPLIANCE LISTING: PENTHOUSES

<b>Manufacturer</b>	<b>Model #</b>	<b>Supplier</b>	<b>Telephone No.</b>
Gaggenau Cooktop	CK594-615	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Oven (right hinge)	EB964-611	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Oven (left hinge)	EB965-611	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Hood	AH100-790	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Charcoal Filter	KF100-090	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Duct Cover Extension	LK100-110	Sub-Zero Distributors, Inc.	(808) 485-0909
Gaggenau Dishwasher	GM925-710	Sub-Zero Distributors, Inc.	(808) 485-0909
Sub-Zero Refrigerator	690/F	Sub-Zero Distributors, Inc.	(808) 485-0909
General Electric washer/dryer	WSM2700TWB	Servco Appliances and Distribution	(808) 837-8600
U-Line Wine Captain	29WCB	Servco Appliances and Distribution	(808) 837-8600
KitchenAid	KCMS135Gss	Whirlpool Corporation	(808) 847-0053

LIGHT BULBS

Area	Location	Bulb Type
Kitchen	Valence Up lighting	2'- T8-17 watt, 3'-T8-25 watt, 4'-T8-32 watt F17-T8-TL730 F25-T8-TL730 F32-T8-TL730
Kitchen	Under cabinet lighting	Q20 G4
Kitchen	Glass shelf lighting	Halogen MR-11 12 volt, 32 watt
Entry	Entry door lighting	4'-T8-32 watt F32-T8-TL730
Hall	Wall sconce	13 watt, PLS-13-27
Bathrooms	Vanity lighting	4'T8, 32 watt F32-T8-TL730
Bathrooms	Recessed lighting	75 Par 30 L-FL
Master Bedroom	Wall sconce	13 watt, PLS – 13-27
Laundry Room (Where applicable)	Lighting (surface mount)	60 watt, A-19 (regular light bulb)

The Light Bulb Source (596-2214), 21st Century Lighting (531-5483) Home Depot, City Mill and other outlets are your best bets for obtaining the replacement bulbs listed above.

PAINT

Location	Manufacturer	Color/Finish	Supplier	Phone
Ceiling	Spectra-Tone	Floral White/ Flat Latex	Pacific Paint	(808) 836-3142
Walls	Spectra-Tone	Floral White/ Egg Shell Latex	Pacific Paint	(808) 836-3142
Bathroom – Walls/Ceiling	Spectra-Tone	Floral White/ Semi Gloss Latex	Pacific Paint	(808) 836-3142
Interior – Door/ Frame/Casing	Spectra-Tone	Floral White/ Water Base Lacquer	Pacific Paint	(808) 836-3142

Original paint shades vary by mixing batches and fading from sun exposure over time. We have found that the best method of matching the color of the paint in your apartment is to take a sample to the store and have it color matched.

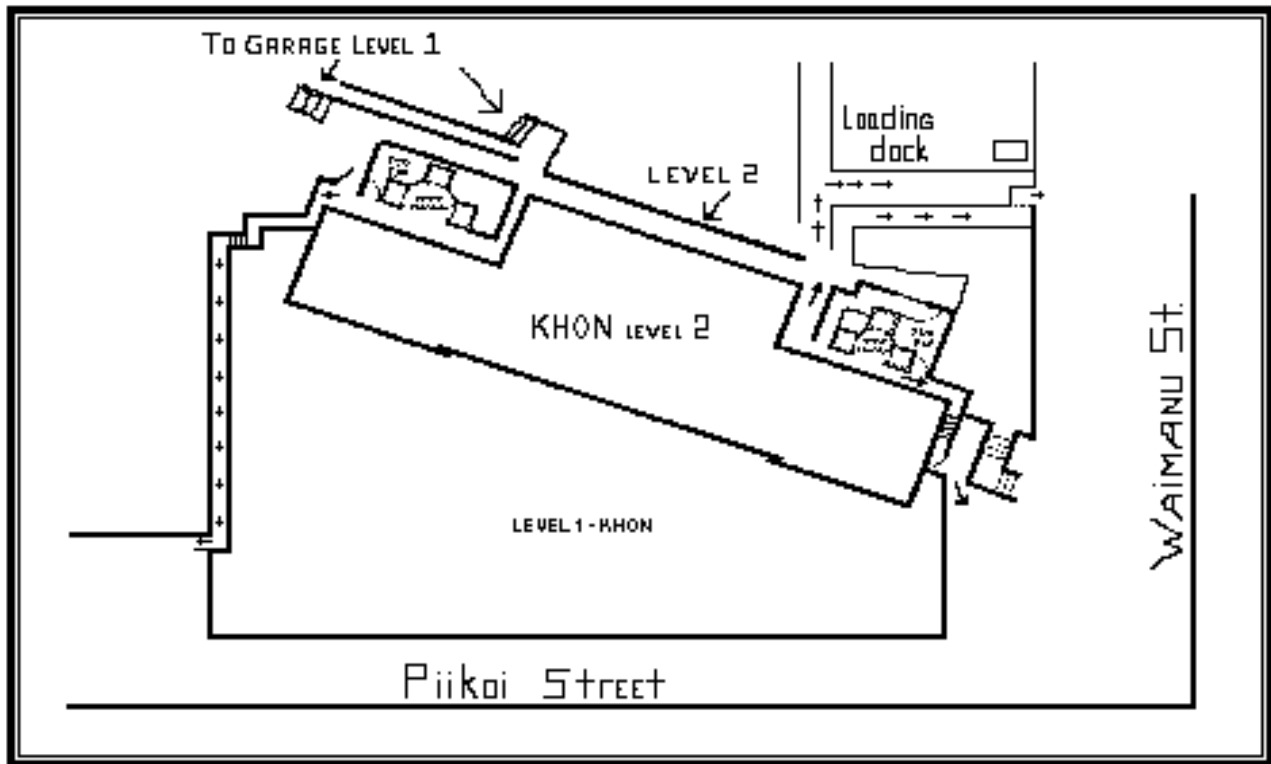
AIR CONDITIONING

Manufacturer	Style	Supplier	Phone No.
Climate Master	#816G	HVAC Hawaii	(808) 548-6050

HARDWARE

Manufacturer	Supplier	Phone No.
Entry door	Island Pacific Distributors	(808) 955-1126
Interior doors	Island Pacific Distributors	(808) 955-1126

MAP OF EXIT PATHS TO LEVEL 1



If you are new to the building and need directions out of the building, please don't hesitate to ask any staff member.

Ramped walkways are available to exit the building at level 1 from level 2 at each end. The makai (ocean side) exits through the garage and the mauka (mountain side) near the loading dock.