

E komo mai Kapulanikai



E komo mai

is a Hawaiian phrase that means "welcome" or "come in".
It can also be used to express a desire for people to join together.

*Over 40 years of connecting families
and making memories.*

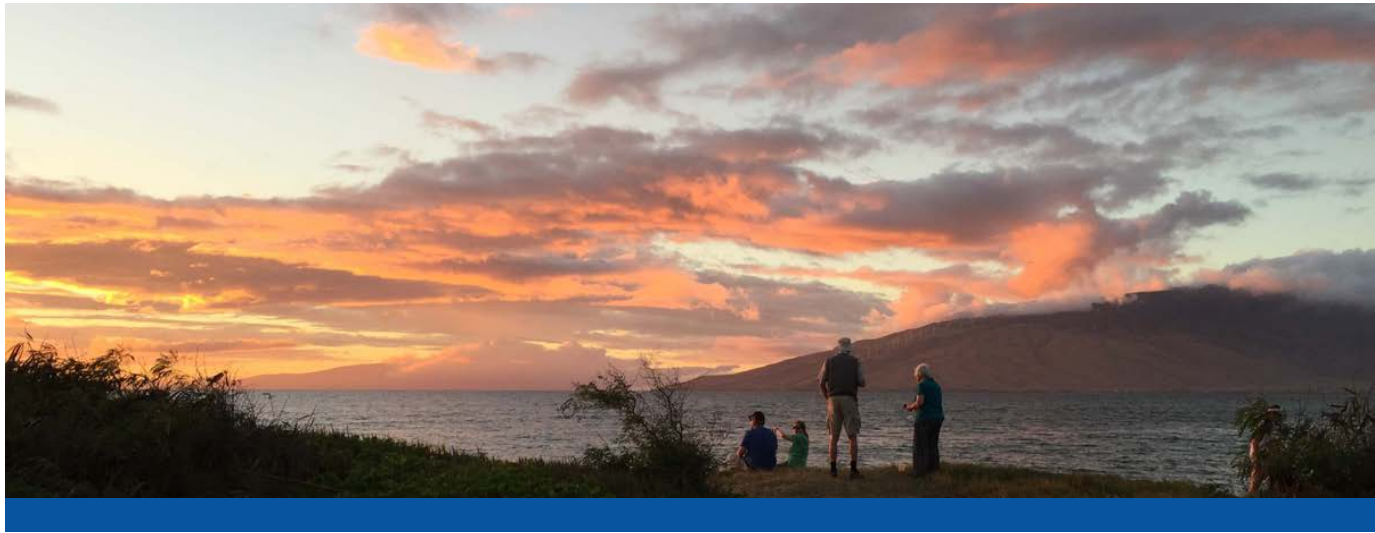


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Aloha and Welcome to Kapulanikai,

We are delighted to welcome you to our home away from home.

Please take the time to read through this Welcome Binder.

It contains information about our property that will help you and your family and friends enjoy your time here at Kapulanikai.

Mahalo Nui

In the Hawaiian language, Kapulanikai is comprised of 3 words:

kapu – taboo or forbidden, sacred place

lani – a Hawaiian name reserved for royalty meaning heaven, sky & royal

kai – sea

The local translation is known as:

Kapulanikai – forbidden place of beauty by the sea





Original and beloved tree that fell over during a windstorm in late 2024. It was long thought to be a banyan tree but turned out it was a ficus! It disintegrated from the inside out due to rot and insects and finally toppled over in a wind storm. Luckily no damage to the property and nobody was hurt but we had to have it removed. While many guests say they miss this legacy tree and many have fond memories of their children climbing it, now that it's gone, we have an even more spectacular view! At press time, unsure if we should replace with a native Hawaiian tree or should we not plant another tree and enjoy an open view? Guests and shareholders are undecided. Your thoughts and suggestions are welcome at: info@kapulanikai.ca





A snapshot history of Kapulanikai

Then ...

In 1974 three Albertans, Casey Calkhoven, John Hammill and Ellwood Sawby, in partnership with Hawaiian resident Robert Griffith, chose the island of Maui, possibly the most beautiful of the Hawaiian Islands, to build their dream vacation home away from home.

They were going to build and offer 12 one bedroom units with a full bath, living room, a fully equipped kitchen, and a private lanai. Each unit would be fully furnished to comfortably accommodate four adults. They planned a fresh water swimming pool in the front court yard and a large pool side lanai for special gatherings. Construction was completed in 1975.

This unique venture would offer Canadians the opportunity to buy a share that would guarantee a two week vacation every year. At that time this small scale timeshare vacation development concept was rarely available to Canadians.

Now ...

Kapulanikai continues to offer a refuge from the rigours of everyday life for its shareholders and guests.

Today at Kapulanikai you will meet second, third and fourth generations of original shareholder families. Families and friends return year after year, creating many happy memories and friendships along the way.

The mature trees – we are sorry to have lost one recently and guests have expressed how they miss the tree though they appreciate the new unobstructed and spectacular views – offer a canopy of shade over a portion of the expansive green space that fronts the beautiful south shore of Maui. This private lawn offers a peaceful place to relax, refresh and re-energize.

Today the property continues to undergo repair projects and maintenance tasks, just as you would on your 40+ year old home. These projects are needed to maintain the integrity of the property. Updated and upgraded services and amenities like reliable WiFi and solar panels to take advantage of the sun's power to heat the pool and lower electricity bills, are just two examples.



Plaque dedicated to the memory of John Hammill and Casey Calkhoven. Find it in the raised garden to your right of the ramp coming up from the parking lot.





Upon your arrival

On Site Management: please be aware that the on-site manager/s may not be on the property when you arrive. Their hours do vary based on the property needs, and the time of day/week/month/year. You will find their contact information posted in the office window:

- text/call on site manager: 808.727.0645
- email manager@kapulanikai.ca

IF YOU HAVE A MEDICAL - FIRE - POLICE EMERGENCY DIAL 911 IMMEDIATELY

YOU ARE AT: 73 WEST KAPU PLACE, KIHEI

Access and Registration: access your unit using the instructions and electronic key code you were given prior to arrival. If you use the physical key in the lock box we strongly recommend that you return the key to the lock box immediately after your initial entry.

There are important additional instructions and forms at the back of this binder and include:

- a Check-in & Registration Form
- linen change instructions & form
- maintenance & supply form if you are missing supplies or a repair is needed

For any urgent needs or requests, text/call on site manager: 808.727.0645 or email manager@kapulanikai.ca

While we do have 24-hour management services, please be considerate of the time and your request – if you can't work the remote or forgot your code for the safe, this is *not* considered an urgent request.

Comment Sheets

Comment Sheets are very important to us! A comment sheet is included in the forms at the back of this binder and a digital version will be emailed to you within 3 days of your departure. We encourage you to fill out this survey so we can continually improve the experience for all guests. Every comment sheet is forwarded to the Premises Committee and Board of Directors for review. This is the best way to let us know what you loved and where you'd like to see some improvement.





What you need to do within the first day of arrival

Fill out the Check In & Registration Form. Many shareholders, guests and returning renters overlook the importance of this form. Please do not ignore this important form as it provides the Site Managers with important information as to who is on property, driving what vehicle and who we can contact if someone is hurt or injured. Having your contact details is critical in the event of a property emergency or island emergency. Lastly, this form also provides us with the timing of your departure – this is important for our cleaning team.

Upon arrival, please review the material in the Welcome Binder. All shareholders and guests must:

- check in by submitting Registration Form within 1 day of arrival
- be sure to include your licence plate number
- consider also submitting your linen request form at this time so you don't forget

Please put your Registration Form in the mailbox on the front of the manager's on-site office.

Thank you for your kokua!

Safety and Security: Kapulanikai is very safe however even in this paradise, there is always the possibility of crime and theft. Please do not leave doors unlocked. If you, like most guests, prefer to leave the wood entry door open for air flow when indoors, please be sure to lock your security screen door and secure open windows.

When retiring for the night be sure to lock all doors. The wood louver doors at the lanai windows have lock pins at the bottom of each door. You must have the doors in the correct position for the lock pins to function.

We do have a limited video surveillance system that we are able to monitor throughout the parking lot, exterior walkways, the pool area and community lanai area. Again, the best protection is personal vigilance. Of course you should lock all doors and windows whenever you leave the property.

A safe has been provided in each suite. Please do not leave valuables unsecured. Place your valuables in the safe and follow the directions to lock the safe.

Please remember and/or make note of the code that you choose! Would you believe people forgetting their codes is one of our most frequent calls to management? Remember to check the safe for any of your valuables when departing and to leave the safe open and unlocked when you depart.





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2025 HOUSE RULES FOR KAPULANIKAI SHAREHOLDERS & GUESTS



House Rules

Code of Conduct

Respect and Courtesy

Shareholders and guests must always treat others, including staff, guests, fellow shareholders and Board members, with respect and courtesy. Disrespectful behaviour towards anyone is not tolerated.

Constructive Feedback

Please direct any concerns or feedback to management through private channels such as approaching the manager directly to provide your feedback or submitting in writing via email. Public complaints or disruptive behaviour are not acceptable. Management is committed to addressing and resolving issues efficiently and discreetly.

In the event of intoxication, rudeness or disruptive behaviour towards our team or other shareholders or guests, the manager reserves the right to kindly ask you to leave and has the support of the Board to do so.

Arrival

Upon arrival, please review the material in the Welcome Binder. All shareholders and guests must:

- check in
- review the Welcome Binder in your suite
- fill out the arrival form within 1 day of your arrival
- provide your licence plate number

Please put your check-in form in the mailbox on the front of the manager's on-site office at the back of the parking lot. *Thank you for your kokua!*

On-site management may not be on the property when you arrive. You will find their contact numbers posted in the office window and in the Welcome Binder in your suite.

- text/call on site manager: 808.727.0645
- email manager@kapulanikai.ca

**IF YOU HAVE A MEDICAL - FIRE - POLICE EMERGENCY DIAL 911 IMMEDIATELY
YOU ARE AT 73 W. KAPU PLACE, KIHEI**





Access your unit using the instructions and electronic key code you were given prior to arrival. If you use the physical key in the lock box we strongly recommend that you return the key to the lock box immediately after your initial entry. There are important additional instructions and forms to complete – find them in the Welcome Binder.

Late night arrivals: if you arrive late at night, please be mindful of other guests and do your best to be quiet. Please keep talking and other noise (luggage, cars) to a minimum. Thank you! Makes a big difference on our small property.

Check in / out

Check in: 5 pm; Check out: 9 am. We recognize that this is an extremely early check out time and a late check in time, and are actively seeking additional resources so as to adjust these hours.

In the meantime, It is imperative that all guests and shareholders respect these time lines since we have a very small window to clean and prepare for the next guests.

Please feel free to relax on the lanai if you arrive early.

Please do not bother the hardworking cleaning staff or ask for early entry or late departure; they are working hard to get you into your suite as soon as possible.

General Noise & Quiet Hours

Quiet Hours: 10 pm – 7 am. Please use your indoor voices and refrain from loud TVs or loud music between these hours. Please do not stay out late on the lanai if it will disturb others; the tiki torches are generally turned off at 10 pm and please be mindful of other guests and do your best to be quiet on your lanai, in your suite and on the shared lanai.

General Noise: TVs, radios, music, videos, etc. should not be so loud that you can hear them outside of the unit. Use your indoor voices during quiet hours. Your discretion will be greatly appreciated by all guests.

2nd Floor Guests: please be mindful of your neighbours below you. Do not drag chairs or other furniture. Remove your foot wear when you are in the unit.





Smoking

Kapulanikai is a totally smoke free facility. This includes smoking of all materials and kinds including vapes. If you must smoke, there is a designated smoking area just outside of the entrance to the property. There is a bench for your comfort and a container to place your butts.

Smoking is totally prohibited in the units, lanais, walkways, community patio including the tables and chairs, pool area, barbecue area, parking lot and the front lawn.

Occupancy

Be aware that occupancy is limited to four (4) persons. This includes children of all ages. All children regardless of age are considered in the occupancy – 4 people regardless of age due to configuration and fire regulations. It is your obligation to fill out the Registration Form listing all occupants including children and with your contact information, emergency contacts and licence plate number.

Electric Vehicle Charging

As of December 2024, we are not able to extend EV (Electric Vehicle) charging service to guests.

Portable Air Conditioners

As of December 2024, we do not allow portable air conditioners of any kind in the units.

On Departure Day

Regular cleaning is provided at each departure. Any excessive cleaning, laundry, breakage or damage will be assessed and charged accordingly.

Please remember to double check the safe in your suite and take all your valuables with you. Leave the door to the safe open once you remove all your valuables.

Before you leave, please:

- load all dirty dishes and start the dishwasher
- empty your kitchen trash
- empty the bedroom and bathroom waste baskets
- close all windows and the lanai slider
- please place all of your dirty towels in the shower/tub

We ask that you leave your unit in good order. If there is a need for additional cleaning or if we find damage in the unit that had not been previously reported, we will submit a report and you may be charged with additional fees.





Pool Area Use and Enjoyment

There are no lifeguards on duty at Kapulanikai. Use the pool at your own risk. Please supervise your children for their safety. Please read and be familiar with the posted rules:

- the main pool gates must remain closed at all times – this is required by Hawaii State Law and also includes the gates at the lanai of units #1 and #2
- please shower before entering the pool and rinse off any off sand or lotions at the outside shower
- do not put objects like rocks, coins or coral into the pool
- remove your pool toys when leaving the pool
- please, no horse play like running, pushing, diving or jumping in and around the pool deck
- please no loud yelling, Marco Polo, swearing or spitting when in the pool area



Beach Towels

Beach towels have been provided in each of the suites for your use outdoors. You can find extra beach towels in the laundry room. Please do not take/use bath towels outdoors.

Please do not hand wet towels over the railings on the lanai – run them through the dryer or please hang your wet towels on the hooks provided on the lanai.

Beach Chairs / Umbrella / Gear

Please help yourself to the use of the beach/sand/water gear kept along the south side of the building, just up the BBQs on your way to the pool. These items are available on first come first serve basis – please select and return what you're borrowing every day – don't keep them for yourself in your unit or car for your entire trip – when you're not using them, please return them so others can use them. Sharing is caring.

Please be considerate of the next user and rinse any sand off when you return the gear.

Outdoor shower

Please use the outdoor shower before going in the pool. Seriously, please.

Please rinse off at the outdoor shower if you've been on the beach. Do not bring any sand inside the unit or the pool, rinsing in outdoor shower thoroughly is encouraged before entering the pool or your unit. Our pool filter and plumbing are fragile and can clog up the filter, sinks and bathroom drain.





Lanai Etiquette

All shareholders and guests have an equal right to use all the amenities that Kapulanikai offers. Generally, the tiki torches are turned off around 10 pm when quiet time begins; please be mindful of others.

Do not “claim” the shared lanai tables and chairs as your own. Do not leave your beach towels, dishes, cups or food to “hold” the space at the table or on the chairs.

The lawn furniture is for all guests to enjoy. You may move the chaise lounge and tables to other areas on the grass, however it is your responsibility to return the chairs and tables to the original row area on the lawn.

Depending on the time of year you are visiting, you will find flowers in bloom and ripe fruit around the property. Please feel free to pick the limes, mangoes and bananas; sometimes they’re picked and left on the front lanai for sharing. Please request the mango picking tool from maintenance – easy to use and works really well!

Interior Furniture & Furnishings

Do not take any interior furniture outdoors. This includes moving chairs and tables out to the lanai or pool deck. Do not remove any linens, pillows, blankets, etc., or use designated interior linens and towels outdoors. Please do not shift or move linens from one unit to another.

Tiki Torches

We have beautiful gas tiki torch lights that guests enjoy in the evenings. The main on/off gas valve for the tiki torch lights is located on a short wood post at the south end of the property in the grass just outside of the pool gate.

To light the tiki torches located across the ocean side of the community patio:

- turn the main valve on
- each torch light has its own valve which is located at the top of each torch stem pipe
- turn the valve on by aligning the handle in line with the stem pipe
- ignite the torch using a long handle butane lighter

To turn the tiki torches off – reverse the lighting procedure detailed above:

- the torch valve handle will be in a perpendicular position to the torch stem pipe
- please ensure that the torches are turned off after use as well as at the main gas valve

Guests that turn on and light the torches are responsible to ensure that the tiki torches are turned off at the end of the night. If you are unable to do this, please make arrangements with another guest to ensure that the torches are turned off.

DO NOT LEAVE ON ALL NIGHT LONG. Amerigas will only deliver the time that they are scheduled, their call center is in Philippines and it’s not possible to contact anyone locally. This is an important safety necessity.





Grilling / Shared BBQs

There are 2 gas BBQ grills for guest use. Both are located along the south wall of the property near Unit 1 and the stairs that go down to the laundry room:

- the main on/off valve for the grills is located between the grills, on the concrete wall
- **please ensure the grill and the gas is turned off after each use**
- find your own individual grill brush for cleaning, along with metal tongs and a spatula for cooking in your unit above the refrigerator
- be considerate of the next chef and brush clean the cooking surface when you're done

Housekeeping, Linens & Supplies

Housekeeping

Each unit is thoroughly cleaned and prepared with fresh linens and towels and a starter amount of supplies for every arrival.

Guests are responsible for washing their own bath towels, beach towels and kitchen towels during their stay.

Each unit is supplied with general cleaning products, bathroom cleaning products, a broom and a floor mop.

Whether you are staying on or departing, please take note of the interval changeover day on Saturdays when units are being cleaned and prepared for next guests. This can be an extremely busy time all over the property, especially in the laundry room, on the walkways and on the stairways. We would like to ask that you plan to do your laundry another day and please give our housekeepers a wide berth as they are always moving very fast on interval changeover Saturdays.

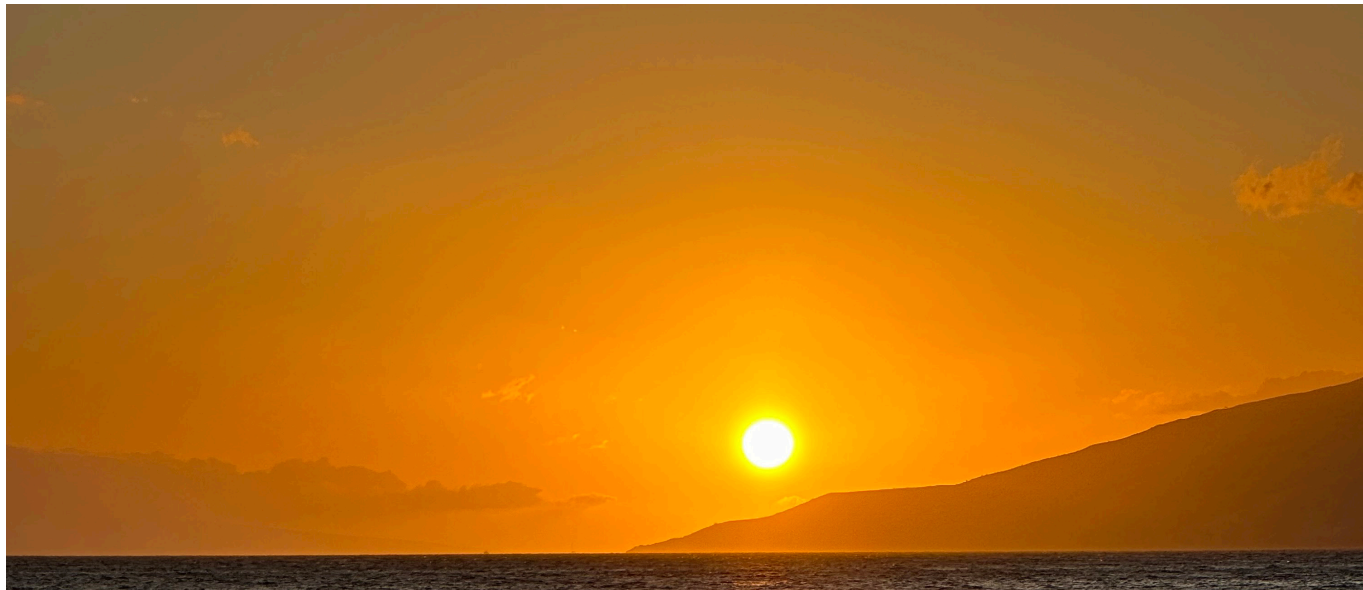
Kihei in particular is very dusty. All units are been wiped and cleaned at every changeover – the dust will come back on the counter and floor after very short period of time. We love open window and doors but they also bring the dust in. Mildew is very common in the dark and wet areas such as the shower, dishwasher, washer machines; to help minimize mold and mildew, please leave the door and soap tray for the washing machines and the dishwasher door open to air out any moisture; turn on the fan in the bathroom during and after shower. The heat and humidity in the air will make mildew grow faster compared to cool and dry weather.

Linen Exchange

Linen exchange is every Saturday morning. Please review and complete the linen change form at the end of this binder – this form **must be returned to the office by Thursday** so we can order fresh linens for you. They will be delivered to your door on Saturday.

If you need additional linens or supplies, please make a request to the management in person or complete the form found at the end of this binder and leave it in the mailbox outside the office.





Patches & Sasha are our registered community cats. Kapulanikai has always had a couple of resident community cats who are cared for daily by the management.

Patches was found on the property in distress, with a broken tail; we got her tail fixed and she was spayed as part of the community cat program at the Maui Humane Society. She is the friendliest and you can recognize her right away as the calico with the black nose.

Sasha, white & pink nose, was found with Patches and is also registered in the community cat program.

The Maui Humane Society is recognized worldwide for their progressive community cat program.

Cats, birds and other creatures

Please do not feed the birds especially from your lanai. We ask that you do not encourage birds to your lanai or allow them in the units. You may occasionally notice geckos on the wall or ceiling in your suite – they are harmless and more scared of you than you are of them,

Our official ambassador cats are **Patches & Sasha**, who are cared for daily with food and water. They are registered with the community cat program at the Maui Humane Society. The Maui Humane Society is recognized worldwide for their progressive community cat program.

Occasionally they visit guests on the lanai and of course you can always visit with them near the office or in the parking lot; however, please do not allow them inside your suite.

If you find one of our cats in distress or injured:

- contact our on-site manager – text/call 808.727.0645
- locate carrying case stored in laundry room
- if it's not an emergency, you can request a community assist from Maui Humane Society Community Cat Program, Maui Humane Society: 808.877.3680 ext. 230 or (preferred) email: ccc@mauihumanesociety.org
- **if it's an emergency:** we have an account set up at a local vet just a couple of blocks away for emergencies:
South Maui Animal Clinic
115 Kio Loop – just a couple of blocks away
808.446.4010
email: SMACstaff.info@thrivepet.com
account: Kapulanikai – our manager is listed on the account too

If you find any animal in distress or injured and in need of help:
Maui Humane Society Main Phone 808.877.3680 or
aloha@mauihumanesociety.org





Linens, pillows, blankets, etc., are not for outside use; do not use designated interior linens and towels outdoors. Please do not shift or move linens from one unit to another.

There is no in-person linen exchange. Please review the linen change form, how to request linens and what to do with dirty linens – this form must be returned to the office by Thursday so we can order fresh linens for you. (People still show up on Saturday because it's the old way.)

Laundry / Laundry Facilities

Our laundry room is located on the south end of the building to the left of Unit 1, down the flight of stairs by the BBQs. Washers/dryers are available for guest use free of charge on a first-come, first-served basis. Laundry soap and dryer sheets are also provided. Please be considerate of others and promptly rotate and remove your laundry from the machines when finished. Remember to clean the lint trap and tidy the folding table if necessary. When you're done, please leave the washing machine doors open and soap trays out – helps with smell and mildew.

Extra supplies kept in the laundry room:

- 2 tabletop ironing boards and irons – please feel free to use in your suite and return promptly when you're finished
- extra beach towels
- extra supplies like cleaning supplies, garbage bags or sunscreen left by previous guests
- book exchange

Special note: if you are staying on for more than one interval in the same unit and you choose to have your unit cleaned at the interval changeover, it is important to let the manager know upon your arrival.





As the policy states, if you will be requesting this additional (and additional fee), you are required to move all of your belongings completely out of the unit. Our housekeeping crew is not allowed to enter your unit or provide any abbreviated cleaning services while the unit is occupied. We do understand that this may not be the most convenient and popular policy, however it is the most equitable for everyone and the safest approach for all.

Storage

Historically we have not had a storage area. However, over the last year, several families and groups of friends has rented a shared storage unit nearby. Space is sometimes available and if you would like to have to the option of storing items year to year, for a fee, watch the bulletin board in the member's portal on the website for announcements or email info@kapulanikai.ca for more information.

TV | Internet | WiFi

We do have cable service and some units also have a smart TV – not every TV in Kapulanikai is a smart TV. We are currently reviewing options and hope to upgrade and improve both the TVs and services over the next year. If you want to use something that you are used to at home, we advise bringing your own device or Apple TV.

If you have any problems with your TV or accessing WiFi, please contact the management.

FYI: not being able to turn on your TV or use the remote is NOT an acceptable reason to contact management after hours; please be respectful.

To turn on the TV: Most units have 2 remote controls and you have to use both to turn on TV / cable / other services. If you have 2 remotes, use the TV Remote, turn on the TV by pressing power (if you only have one remote, use the Cable Remote and press TV and then press Power). Make sure the Input is in HDMI2; if not, press Input (from cable remote, press Source) scroll through until you have HDMI2.

The screen will appear as below – to watch Cable TV, scroll through with the arrow buttons on the TV remote to get to Spectrum and then use the Cable Remote (press guide) to navigate through cable channels; Or choose your preferred streaming service. Of course many Canadians cannot get their streaming services in the US which is one of the reasons we keep cable and internet services.



Trash & Recycling

Please do not leave any open food items on the counter and please bring your trash to the dumpster daily. This will help with ants, roaches and other pests.

Taking out your kitchen garbage daily will help prevent any pests, rodent and insects. Ants love water, please report and ask for ant baits if you see any in your unit.

Each unit has monthly pest control.

Recycling - not everything is recyclable and island recycling is different from Canada or the mainland!

- only bottles/cans that has HI5 symbols can be recycled, everything else unfortunately is trash
- items that we can't recycle include styrofoam & plastic egg containers, milk containers and juice bottles
- our recycling is different from Canada or mainland

Please no wish-cycling and do not engage in should-cycling! We too wish everything could be recycled but since this is not the case, we must work to island rules.

We have 6 basic recycling/trash groups:

HI5: One very important component that we have that helps us divert from our landfill is the HI5 program. This program allows you to re-coup the 5¢ deposit that you paid at the store for almost every beverage in a glass bottle, plastic bottle or a can. Look for the HI5 on the container. This is what we call a "returnable" here on Maui. You can choose to take your HI5 returnables to any County Recycling/HI5 Center and get your 5 cents back on each container! Or, you can put it in our recycling bin and our community friend Ira will pick it up every week and make sure it gets recycled.

PLASTIC: Currently Maui County only accepts #1 and #2 plastic and plastic bottles with necks. Please remove caps and rinse the container before placing it in the cart marked "PLASTIC". Please do not assume that because something is plastic that it is recyclable. You need to look for the #1 or #2 mark on the container. If the container or bottle has a number other than #1 or #2 it must go in the trash dumpster.

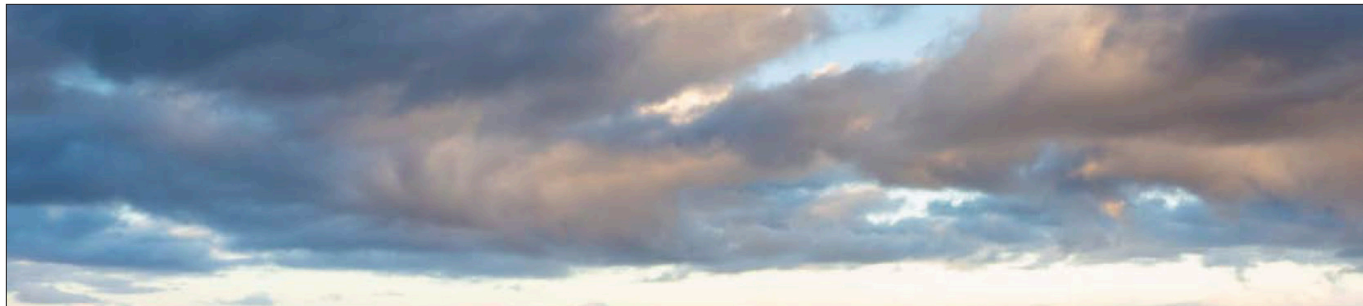
METALS: Mixed Metal, as it is often referred, to is usually the least amount of materials recycled. Mixed Metal includes cans from tuna, soup, vegetables, meats, etc. Please rinse out and place all metal containers in the cart marked "METALS".

GLASS: Jars, bottles and containers of any size may be recycled. Please remove any lids, caps or corks. Please remove any food residue and rinse the container clean. No need to remove labels

CARDBOARD: You will see a large dock box to the side of the office building. This is our container for cardboard recycling. Please flatten all boxes before placing them in the box. An easy way to flatten your box is to just step on it and throw it in!

GENERAL TRASH: Of course this is the large dumpster where everything else not called out on this list goes.





Kitchen Notes

Each unit has a fully equipped kitchen.

Kitchen inventory, kitchenware, utensils and silverware – we love gathering but please remember to bring back everything to their respective units. please bring home what you took and do your best to keep the original inventory in each unit. It is hard for us to check inventory every 2 weeks, repair and count every spoon/plate and otherwise. The staff has limited time to check the unit and do any repairs necessary during turnover time.

Please keep the following in mind:

- use the cutting boards – do not cut directly on the laminate counter top
- use acrylic glasses and melamine dishes outdoors on the lanai and poolside for Happy Hour, and remember to place them in the top rack only in the dishwasher
- please wash your kitchen knives by hand to keep them sharp – we have an excellent knife sharpener on site if yours need sharpening, please ask

The garburator is not for food items or trash. Please throw food in the trash. Food and/or food scraps do not go down the garburator as it leads to problems with the garburator – frequently, it does not get pulverized sufficiently and either sits at the bottom of garburator and starts to smell or it goes into the plumbing to the pipe under the sink, where it sits in the pea trap and causes a clog.

If there is something missing or your need something in particular, please do not hesitate to ask! We want you to have everything to make your vacation enjoyable and we probably have whatever you need in the supply closet.

Appliances

Refrigerator: These refrigerators cool best at lower settings. Please do not make dramatic adjustments. Please be aware that when you pack these fridges too full (say after a Costco run) they will struggle to cool everything. The same applies to the freezer. Please only place items that absolutely need refrigeration in the fridge.

Kitchen Sink Garbage Disposal / Garburator: Please run water when using the disposal. Do not put pineapple rinds, banana peels, citrus skins, or other food scraps that are tough for the disposal to handle. If the garburator sounds like it is working but it is not grinding the food stuff you may need to reset the disposal. You will find a reset button on the bottom of the disposal. Make sure the unit is turned off before pressing the reset button.

Dishwasher: Please run the garbage disposal before using the dishwasher. Please rinse all dishes before placing them in the dishwasher; note those items that should only be placed in the upper rack – plastic glasses for instance. Dishwasher pods with a rinse aid are provided and you'll find them under the sink.

Stove & Microwave Oven: Neither the oven nor the microwave are self-cleaning. Please clean up any oven or microwave spills immediately after use. Please do not leave messy spills as they are exceeding difficult to remove once solidified. Do not place any foil or metal objects in the microwave oven.





Unit Inventory

KITCHEN

- 8 Dinner Plates
- 8 Salad Plates
- 8 Bowls
- 8 Cups/Saucers
- 1 Platter/1 Serving Bowl
- 8 Five Pc. Flatware Sets
- 4 Large Acrylic Cups
- 4 Small Acrylic Cups
- 4 Acrylic Wine Cups
- 4 Tall Beverage Glasses
- 4 Stemmed Beverage Glasses
- 2 Stemmed Wine Glasses
- 4 Small Juice Glasses
- 4 Coffee Mugs
- 1 Coffee Maker
- 1 Tea Pot
- 1 Water Kettle
- 1 Blender
- 1 Toaster
- 1 Pitcher
- 1 Block w/ Kitchen & Steak Knives
- 1 each Salt & Pepper Shakers
- 1 Butter Dish
- 1 Creamer
- 2 Cutting Boards
- 2 Casserole Dishes w/ 1 Cover
- 3 Sauté Pans
- 2 Sauce Pans w/ Lids
- 1 Stock Pot w/ Lid
- 1 Veggie Steamer
- 1 Colander
- 2 Metal Mixing Bowls
- Mixing Bowl Set w/ Lids
- 1 Salad/Veggie Spinner
- 1 Half Sheet Pan
- 1 Serving Fork & Spoon
- 1 Corkscrew
- 1 Can Opener

- 1 Oven Mitt & 2 Hot Pads
- 1 Acrylic Platter & Bowl
- 2 Small Condiment Bowls
- Measuring Spoons
- 1 Measuring Cup
- 1 Cheese Grater
- 1 Garlic Press
- Array of Cooking Utensils
- 4 Ice Cube Trays
- 3 Kitchen Towels
- 2 Dish Cloths
- 4 Place mats

BATHROOM

- 4 Sets of Towels including bath, hand & wash cloths
- 2 Beach Towels (or one per guest)
- 1 Tub Mat
- 1 Hair Dryer
- 1 Toilet Brush
- 1 Plunger
- 1 Non-Slip Tub Mat
- 1 Hand Soap Dispenser
- 1 Waste Basket

BEDROOM

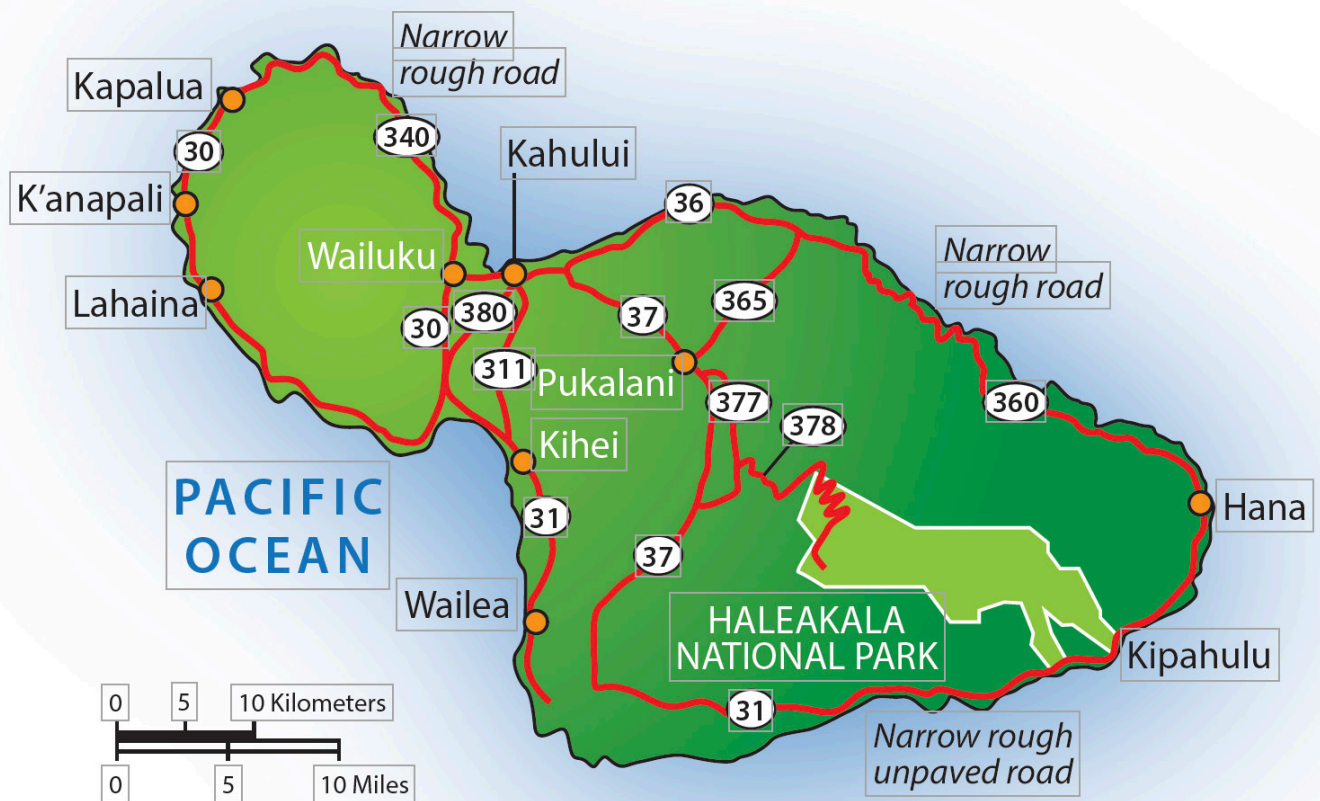
- 1 Set of Bed Linens – twin or king
- 1 Blanket for each bed
- 4 Bed Pillows
- 1 Clock Radio
- 1 Safe
- 1 Laundry Basket
- 1 Step Stool
- 1 Waste Basket
- Murphy Bed Set: set of sheets, 1 Blanket, 2 Pillows

Additional items available from the office by request:

- rice cooker, crock pot
- electric hand mixer, speciality baking pans
- vacuum
- extra beach towels – also available in the laundry room
- extra supplies of any kind – just ask, we have lots!
- if you need something in particular, please ask, we probably have what you need in our supply closet

If there is something missing or you need something in particular, please do not hesitate to ask! We want you to have everything to make your vacation enjoyable and we probably have whatever you need in the supply closet.





EMERGENCY INFO

You are at:

73 W Kapu Place, Kihei, Maui, 96753

- **FIRE - MEDICAL - POLICE**
dial 9-1-1
- **non emergency police: 808.875.8190**
- please read the rest of the information in this binder – important information about safety and emergency preparation

Kapulanikai Contact Info

If you have any issues, please ask about it right away – don't wait until you leave, we want to help right away:

- speak with on site management in person
- text/call on site manager:
808.727.0645
- email manager@kapulanikai.ca
- send comments to Board for suggested revisions/additions:
info@kapulanikai.ca





Kapulanikai / Emergency Safety Information

HURRICANE SEASON ON MAUI

Hurricane season is generally June through November. However, most of the activity occurs only during the summer months of June, July and August. Please read this information so you can be prepared in the event that a hurricane, tropical storm, flood, volcano eruption or other emergency occurs. Please also find a manual from the State Government in the kitchen drawer by the oven mitts.

Hurricane or Tropical Storm Watches and Warnings

Maui has not had a hurricane in over 100 years. This is because of the unique climate and location of the island in juxtaposition to the other Hawaiian Islands. In the rare case of a hurricane on Maui, have your emergency preparedness kit (**grab n' go bag**) and ideally, enough water/food for 14 days. Include your medication in your grab n' go bag. Follow The State Emergency Guidelines broadcast over local television and radio stations .

Watches

A hurricane or tropical storm watch means that, within 36 hours, the threat of a hurricane or tropical storm exists for designated areas. When a hurricane or tropical storm watch is issued, please prepare as follows:

- fuel your vehicle
- prepare to bring in all outside lanai furniture and loose objects indoors
- prepare to close and cover all windows and door openings with shutters, drapery
- check your food and water supply
- gather clean air tight containers to fill with drinking water; partially fill the bathtub with water to use for toilet flushing in the event that water is cut off
- gather a few days of non-perishable food
- get your **grab n' go bag** together: include all prescription medications & all important documents/travel papers, credit cards, health insurance, and key items like jewellery and your wallet, etc.
- check flashlights & lanterns for battery life
- be sure your phone is fully charged
- know your evacuation route and closest shelter location
- check and/or listen to local media for up-to-date information
- be prepared to receive emergency directions on your cel phone

Warnings

A hurricane or tropical storm warning means that, within 24 hours, hurricane or tropical storm conditions are favourable. You should take action!

Please be aware that storm surge flooding is just as deadly in shoreline areas. Due to Kapulanikai's proximity to the ocean, this property is within a storm surge area. When a hurricane or tropical storm warning is issued, please proceed as follows:





- listen for instructions issued by Civil Defense
- leave immediately if ordered to do so
- complete preparation of storing all loose objects
- wedge or brace sliding glass doors to prevent lifting
- evacuate areas that might be affected by storm surge flooding
- notify family and friends outside of the affected area of your evacuation plan and location
- use your phone only for emergencies

During a hurricane or tropical storm:

- stay away from windows and doors, even if they are covered
- close all interior doors and brace exterior doors if possible
- take shelter in a small interior room such as a bathroom, closet, hallway or basement
- some protection is afforded by covering with a mattress during the height of the storm
- if the eye of the storm passes over, it will be calm for a short period of time; you must remain in place indoors!
- as soon as the eye passes over, winds will increase rapidly to hurricane force from the opposite direction; remain calm; it may take several hours for the storm to pass

Tsunami - sometimes called a Tidal wave

A Tsunami is a series of waves often caused by an earthquake or volcanic eruptions. Maui has a tsunami warning system of very loud unmistakable sirens. They are tested on the first working day of each month at 11:45am. If you hear these sirens at any other time you should immediately move to higher ground. Usually there is time to prepare for the high waves of a tsunami. The State will broadcast a warning and advise water and food to be stored. In low-lying areas, people will be directed to move away from the water to higher ground. Emergency procedures will be broadcast on TV and radio stations.

Outdoor Warning Siren System (or Emergency Alert System - EAS)

Maui County, like the rest of Hawaii, has an all-hazard Outdoor Warning Siren System, part of the broader Hawaii Statewide Alert and Warning System, used to alert residents and visitors to potential emergencies, with monthly tests on the first working day of each month at 11:45 AM.

These sirens can be used for a variety of natural events, including tsunamis, hurricanes, flooding, wildfires, volcanic eruptions, terrorist threats, hazardous material incidents, VOG (short for volcanic smog), volcanic eruption.

Maui is sometimes affected by 'VOG', a volcanic ash and form of air pollution when winds from a volcanic eruption





and can bring ash filled air to the island of Maui even if the eruption is on another island. VOG can cause breathing issue for some people. Stay indoors and minimize physical exertion to help lessen the effects of this air pollution.

Haleakala is dormant with its last eruption in 1790. Kilauea, on the Big Island of Hawaii, is active. Depending on the amount of activity and the trade winds, Maui is frequently affected.

Fire

Unit Fire: If a fire should start in your unit, such as a kitchen fire, put it out using the fire extinguisher located [get info for location]. Call 911. Notify our Kapulanikai manager immediately.

Fire on the property: Call 911. If there is a wild fire, threatening the population the siren (EAS) system should sound. Tune in to local radio and television stations and follow advice given by the local emergency services.

EMERGENCY SHELTERS on MAUI

Announcements of the opening of shelters will be made to the public over the radio and local TV stations! Therefore, you must listen to the radio or TV for specific shelter openings.

Of the shelters listed below, some may not open immediately. Some shelters are certified only for hurricanes, others are only for tsunamis, some for both. Please note the legend for each shelter type.

South Maui – Kihei/Makena Areas

- Kamali'i Elementary School 180 Alanui Ke Alii, Kihei H,T
- Kihei Community Center 303 E . Lipoa Street, Kihei T
- Kihei Elementary School 250 E. Lipoa Street, Kihei H,T
- Lokelani Intermediate School 1401 Liloa Drive, Kihei H,T

More extensive information is contained in the Emergency Booklet provided in your unit and found in the kitchen drawer under the garburator switch.

Feedback and Resolution Process:

We encourage sharing constructive feedback with management and the board to improve services to our shareholders, guests and our community. Please use the designated channels for such communications to ensure they are addressed properly. Feedback can be relayed to management directly and discreetly in person or submitted in writing by email directly to the volunteer Board of Directors: info@kapulanikai.ca

Clear Standards and Expectations

Shareholders and their guests are responsible for abiding by all Kapulanikai rules and this Code of Conduct and are responsible for any damages or issues their actions may cause. This includes maintaining respectful behaviour, settling any financial obligations in a timely fashion and respecting the community, our staff, and the Kapulanikai property and its facilities.

Kapulanikai reserves the right to suspend or terminate ownership for conduct detrimental to the community's interests, as determined at the Board's discretion and legal advice.

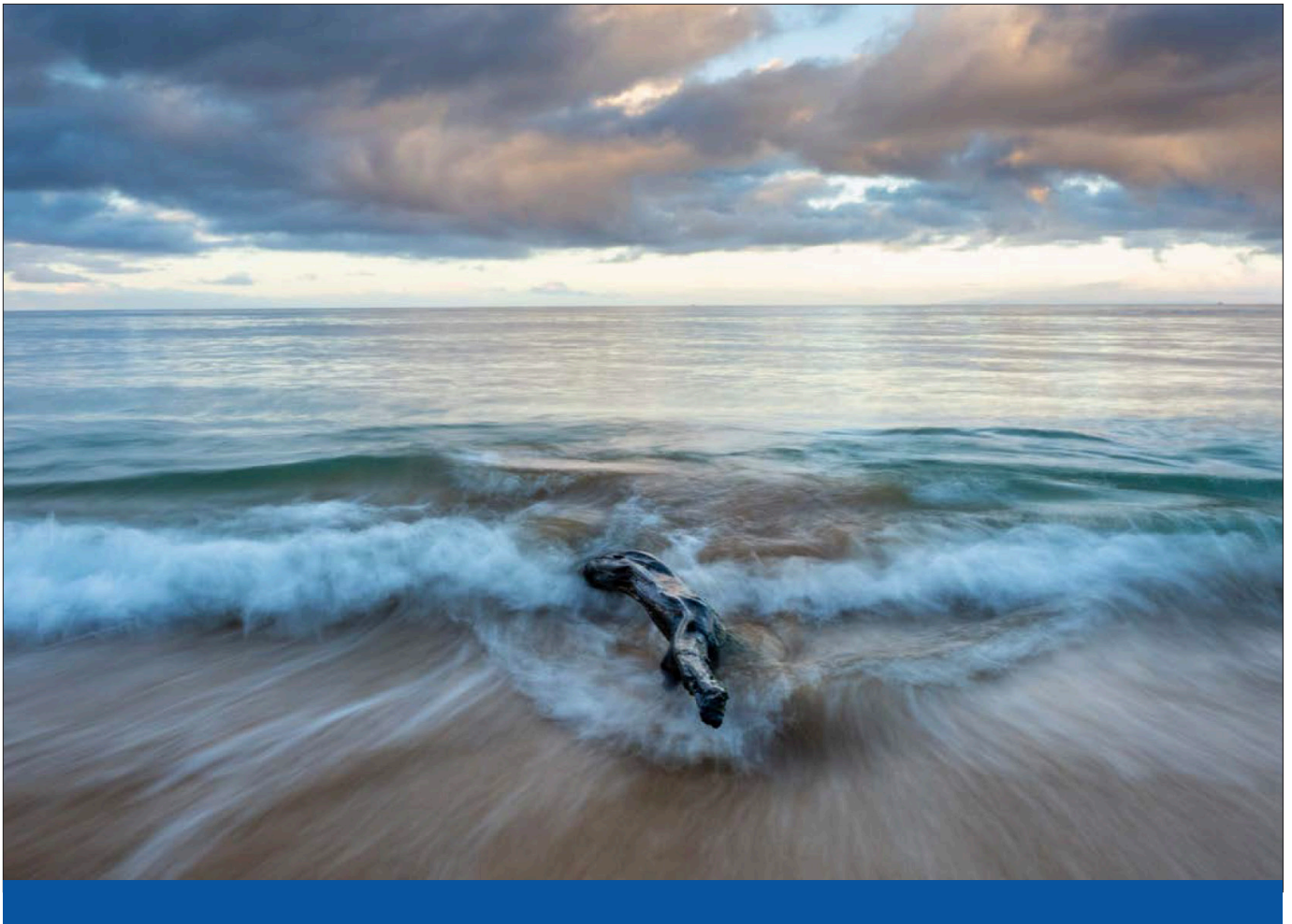
Commitment to Continuous Improvement

Our team welcomes recommendations for the continuous improvement of our House Rules and Code of Conduct guidelines. Recommendations can be submitted in writing to info@kapulanikai.ca

Comment forms are emailed to all guests 3 days after their stay ends. Please fill out the comment form – we encourage and gratefully receive your honest feedback so we can continually improve the Kapulanikai experience for shareholders and guests.

Transparent communication of the conduct policy is shared with all shareholders and guests, in addition to continuous training for staff, will ensure a welcoming and respectful environment for all.





A hui hou | “until we meet again” or “see you soon”

Digital versions also available for your convenience
and easy reference:



House Rules



Welcome
Binder

