



Kahuina HHFDC Application Instructions

Step 1 – Start at MyKahuina.com/hhfdc

Follow these steps to determine your eligibility for the HHFDC Housing Program at Kahuina.

1. a) Download an Information Packet (includes HHFDC requirements, Project information, and required supplemental forms). [Download Here](#).
b) Download an Application Packet. [Download Here](#).

2. Gather your financial documents.

3. Meet with a project-approved lender to obtain a pre-qualification letter. [Learn More](#).

4. Create your account to upload documents to the Kahuina HHFDC Housing Program portal. [Create Account](#).

5. Upload your completed application and all

HHFDC AFFORDABLE PRESALE ANNOUNCEMENT

FOR MORE INFORMATION, VISIT MyKahuina.com

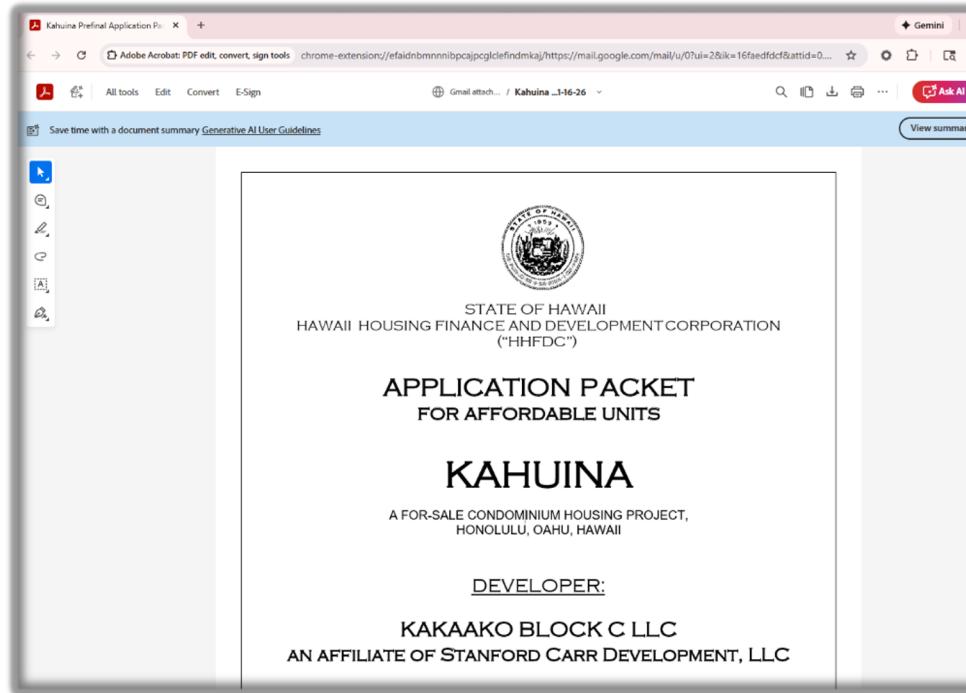
1611 Kuhio Avenue, Suite 101
Honolulu, Hawaii 96816
KahuinaHousing.com

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Information for HHFDC Units

UNIT NUMBER	UNIT TYPE	# OF BEDROOMS	# OF BATHROOMS	APPROX. SQ.FT.
101	1-BR	1	1	650
102	1-BR	1	1	650
103	1-BR	1	1	650
104	1-BR	1	1	650
105	1-BR	1	1	650
106	1-BR	1	1	650
107	1-BR	1	1	650
108	1-BR	1	1	650
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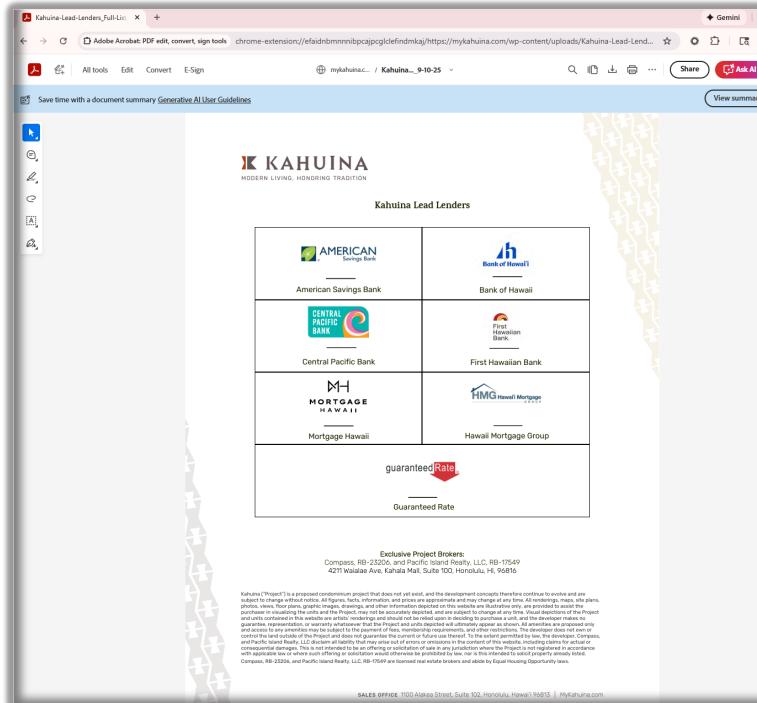
b. Click on [Download Here](#) under “Download an Application Packet”. This is what you will need to fill out and submit when you apply for the HHFDC program.



Step 2: Gather your financial documents.

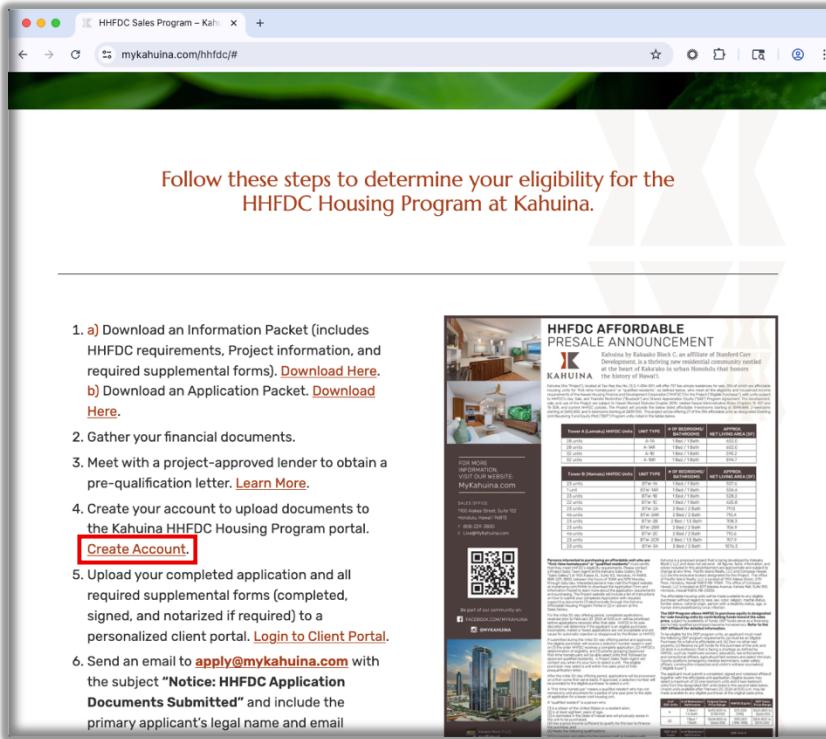
Step 3: Meet with a project-approved lender to obtain a pre-qualification letter.

a. For a list of project-approved lenders, click [here](#), or reference pg. 29-36 of the Information Packet.

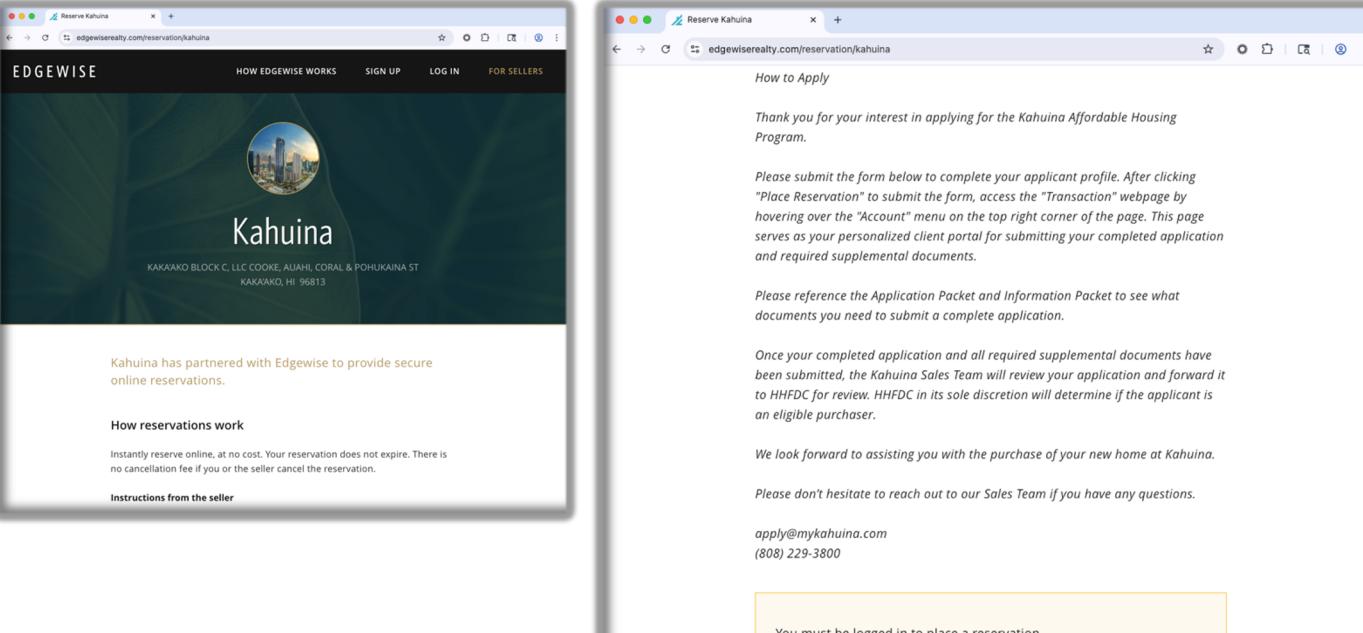


Step 4: Create your account to upload documents on the Kahuina HHFDC Housing Program portal.

- a. Select the **Create Account** link.



b. You are directed to the online reservation page. Click on the **Create an account** link.



The image displays two side-by-side screenshots of a web browser. The left screenshot shows the homepage of 'edgewiserealty.com/reservation/kahuina'. It features a large circular image of a city skyline at sunset, with the word 'Kahuina' overlaid. Below the image, text reads: 'KAKA'AKO BLOCK C, LLC COOKE, AUahi, CORAL & POHUKAINA ST KAKA'AKO, HI 96813'. The right screenshot shows the 'How to Apply' page from the same URL. It contains instructions for applicants, including a note about the application process and contact information for the Kahuina Sales Team. A callout box at the bottom of the right screenshot emphasizes the need for login.

EDGEWISE

Reserve Kahuina

edgewiserealty.com/reservation/kahuina

HOW EDGEWISE WORKS

SIGN UP

LOG IN

FOR SELLERS



Kahuina

KAKA'AKO BLOCK C, LLC COOKE, AUahi, CORAL & POHUKAINA ST
KAKA'AKO, HI 96813

Kahuina has partnered with Edgewise to provide secure online reservations.

How reservations work

Instantly reserve online, at no cost. Your reservation does not expire. There is no cancellation fee if you or the seller cancel the reservation.

Instructions from the seller

Reserve Kahuina

edgewiserealty.com/reservation/kahuina

How to Apply

Thank you for your interest in applying for the Kahuina Affordable Housing Program.

Please submit the form below to complete your applicant profile. After clicking "Place Reservation" to submit the form, access the "Transaction" webpage by hovering over the "Account" menu on the top right corner of the page. This page serves as your personalized client portal for submitting your completed application and required supplemental documents.

Please reference the Application Packet and Information Packet to see what documents you need to submit a complete application.

Once your completed application and all required supplemental documents have been submitted, the Kahuina Sales Team will review your application and forward it to HHFDC for review. HHFDC in its sole discretion will determine if the applicant is an eligible purchaser.

We look forward to assisting you with the purchase of your new home at Kahuina.

Please don't hesitate to reach out to our Sales Team if you have any questions.

apply@mykahuina.com
(808) 229-3800

You must be logged in to place a reservation.

[Create an account](#) or [login](#)

c. A create account link opens up. Input your **first name, last name, email address** and **password**. Select **Create Account**. A confirmation alert comes up.

Create an account

First Name: Keoni Last Name: Kealoha

Email Address: keoni.kealoha@email.com

Password: *****

CREATE ACCOUNT

By creating an account, you agree to our [terms of use](#). Already have an account? [Log in](#).

Welcome to Edgewise!

Use your email address and password to log in at any time.

If you have any questions, please feel free to contact customerservice@edgewiserealty.com

d. Go into the email you signed up with.

e. You should have received a “**Confirmation for Creating your Account + Next Steps to Submit Your Application**” from the apply@MyKahuina.com email.

Gmail

Compose

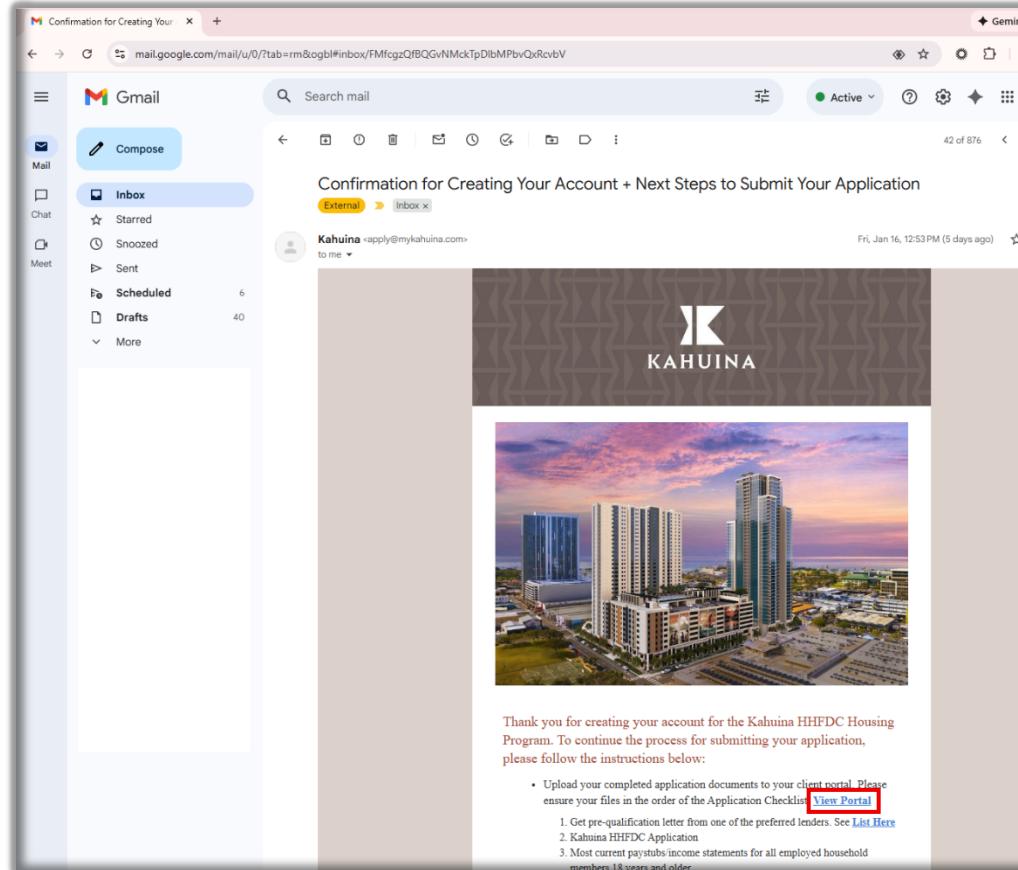
Inbox 1

Search mail

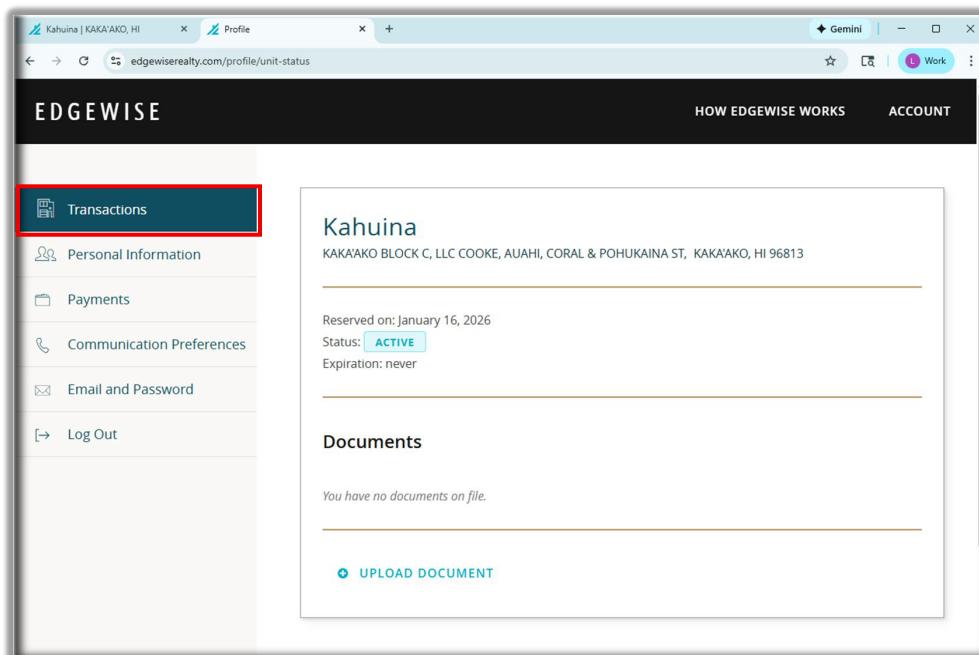
Active

Kahuina Confirmation for Creating Your Account + Next Steps to Submit Your Application - Thank you for cr...

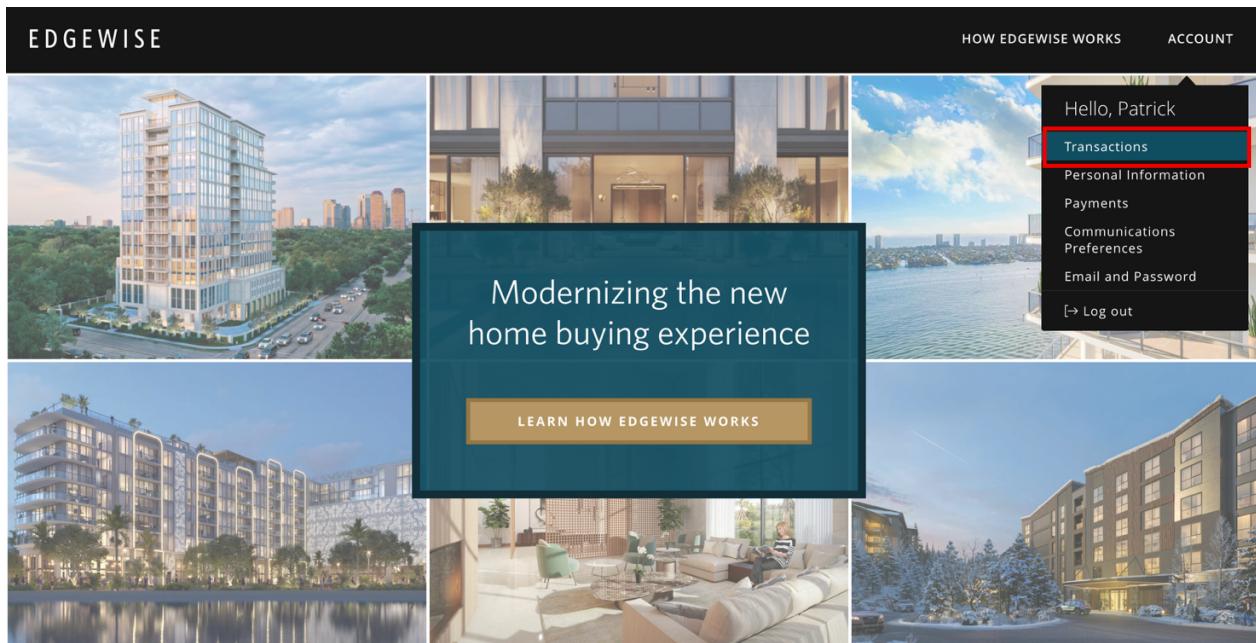
f. Review the email and select [View Portal](#).



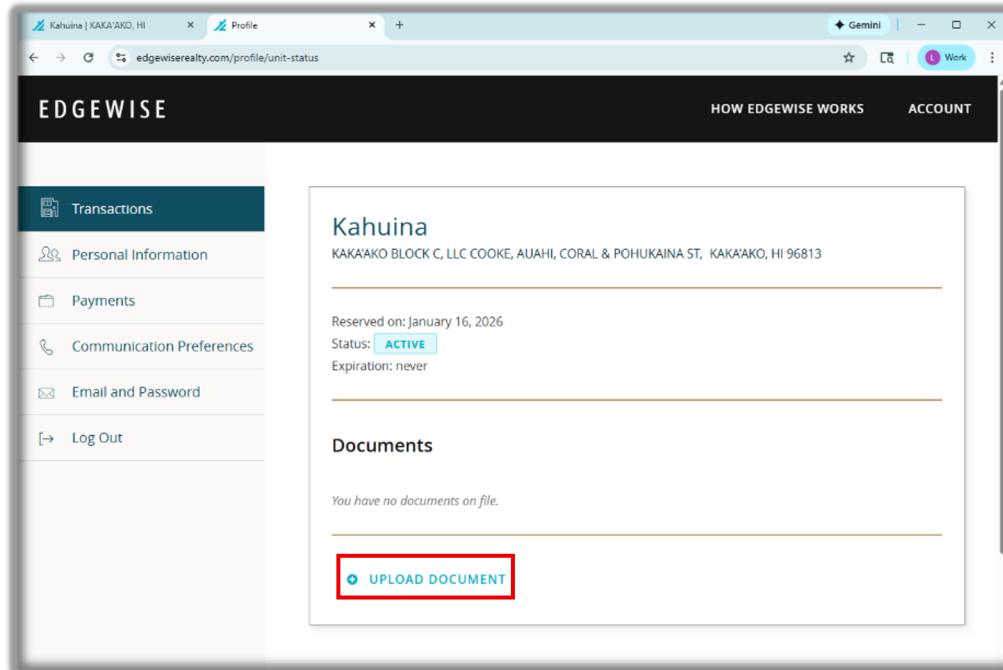
g. You are taken back to Edgewise on the “Transactions” page. Your screen should look like this:



h. *Note: If your browser requires you to log back in, go straight to “Transactions Page” here:

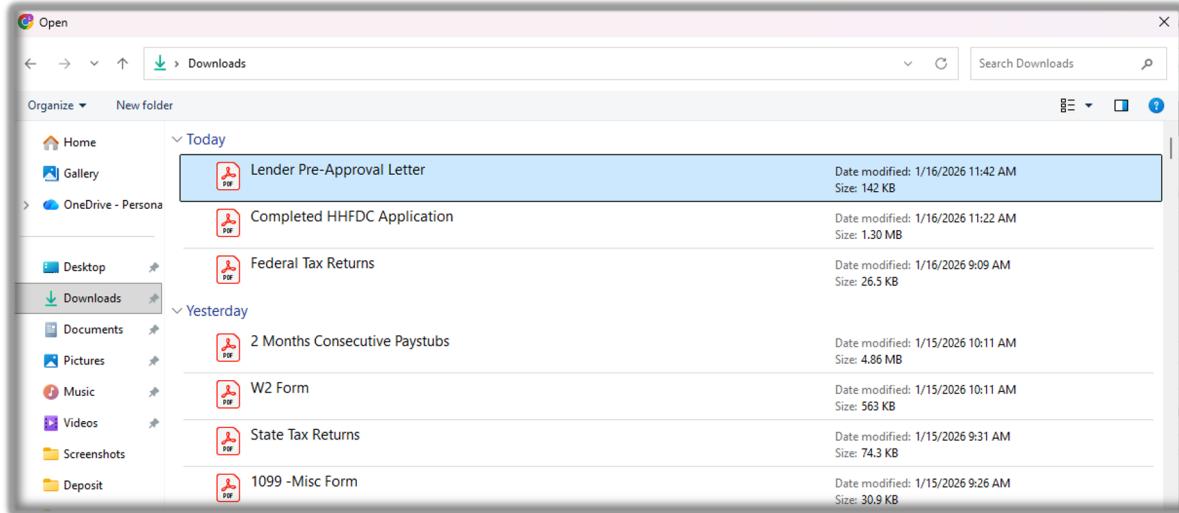


Step 5: Upload your completed application and all required supplemental forms (completed, signed, and notarized if required) to the Kahuina HHFDC Housing Program portal.

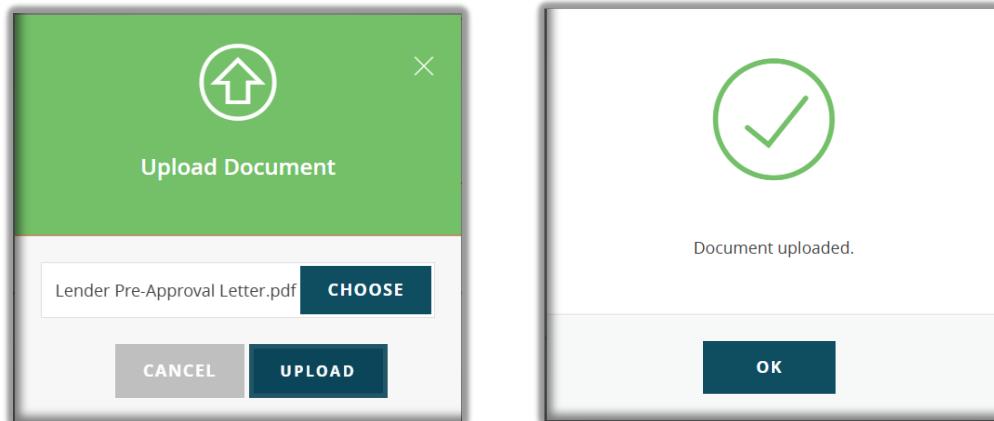


a. Select **Upload Document**. Select **Choose**.

b. Locate the file you want to upload and select **Open**.



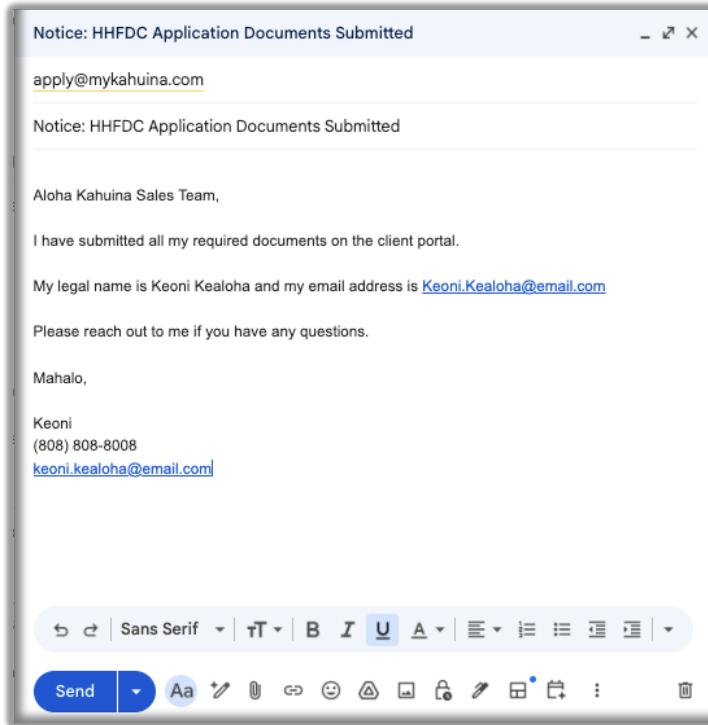
c. Next select **Upload**.



d. Repeat steps a-c for the rest of your required documents.

Step 6: Send an email to the Kahuina Sales team notifying them that you've submitted your documents.

a. Send an email to apply@mykuhina.com with the subject "Notice: HHFDC Application Documents Submitted" once all required documents have been uploaded into the client portal. In your email make sure to include your **legal name** and your **email address** as shown in the email above.



Step 7: Be on the lookout for your HHFDC Approval.

Step 8: Select your unit

Step 9: Sign a contract for your new home

If your supplemental forms require a notary, please feel free to contact [Title Guaranty](#) at any of their branch locations closest to you.