April 22, 2022

TO: Executive Departments/Agencies
   Department of Education
   Hawaii Health Systems Corporation
   Office of Hawaiian Affairs
   University of Hawaii
   Public Charter School Commission and Schools
   House of Representatives
   Senate
   Judiciary

   City and County of Honolulu
   Honolulu City Council
   Honolulu Board of Water Supply
   Honolulu Authority for Rapid Transportation
   County of Hawaii
   Hawaii County Council
   County of Hawaii-Department of Water Supply
   County of Maui
   Maui County Council
   County of Maui-Department of Water Supply
   County of Kauai
   Kauai County Council
   County of Kauai-Department of Water

FROM: Bonnie Kahakui, Acting Administrator

SUBJECT: Change No. 3
   SPO Price List Contract No. 20-05
   PUBLICATION OF PUBLIC NOTICE – OAHU, MOLOKAI, LANAI
   IFB-20-001
   Expires: June 30, 2024

The following changes are made to the price list contract:

1. The fax number for Oahu Publications Account Executive Lisa Sakakida and Rose Rosales are updated.
2. The point of contact information for County of Maui – Department of Water Supply is updated.

The current price list contract incorporating Change No. 3 is available on the SPO website: http://spo.hawaii.gov. Click on Price & Vendor List Contracts on the home page.

If you have any questions, please contact Matthew Chow at (808) 586-0577 or matthew.m.chow@hawaii.gov.
WHERE TO FIND

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  Honolulu Star-Advertiser
STATE OF HAWAII
STATE PROCUREMENT OFFICE

SPO Price List Contract No. 20-05
Replaces SPO PL Contract No. 15-08
Includes Change No. 3
Effective: 04/22/2022

THIS SPO PRICE/VENDOR LIST CONTRACT IS FOR AUTHORIZED BUSINESS ONLY

Publication of Public Notices – Oahu, Molokai, Lanai
(IFB-20-001)
July 1, 2020 to June 30, 2024

GENERAL INFORMATION. This price list contract is issued on behalf of the State Comptroller pursuant to HRS §1-28.5, Publication of Notice. This notice shall be given only as follows: For Statewide publication in a daily or weekly publication of statewide circulation; or by publication in separate daily or weekly publications whose combined circulation is statewide; and for countywide publication, by publication in a daily or weekly publication in the affected county.

The comptroller pursuant to chapter 103D shall determine a publication for all government agencies to enable the public to go to one source of publication for published public notice on each island. As defined in HRS, governmental agency means each department, board, commission, or officer of the State or any of its political subdivisions.

This contract is for publication of legal, classified/employment and retail/display ads. Consequently, when a governmental agency decides to publish a public notice, employment ad or any other ad in the newspaper, they shall publish their notice or ad in the newspaper listed as the primary contractor for Oahu, Molokai and Lanai.

PARTICIPATING JURISDICTIONS listed below are required to utilize this price list contract and place their notices (publication of legal, classified/employment and retail/display ads) in the primary newspaper for Oahu, Molokai and Lanai:

Executive Departments/Agencies
Department of Education
Hawaii Health Systems Corporation
Office of Hawaiian Affairs
University of Hawaii
Public Charter School Commission and Schools
House of Representatives
Senate
Judiciary

City and County of Honolulu
Honolulu City Council
Honolulu Board of Water Supply
Honolulu Authority for Rapid Transportation
County of Hawaii
Hawaii County Council
County of Hawaii – Department of Water Supply
County of Maui
Maui County Council
County of Maui – Department of Water Supply
County of Kauai
Kauai County Council
County of Kauai – Department of Water Supply
A governmental agency may choose to place an additional notice in another newspaper to run concurrently to reach a wider circulation.

**EXCEPTION TO THE PRICE LIST CONTRACT.** An exception may be granted when the price list contract does not meet the purchasing agency’s needs. For this purpose, Executive Branch Department Heads (or as delegated by the department head) are granted the authority to make the exception approval. This procedure will allow departments to make their own determination when not practicable or advantageous to use the contract vendor(s).

All approvals shall be made prior to purchase. Purchases made after-the-fact, without prior approval, shall be processed as procurement violations through form SPO-016.

Executive departments and participating jurisdictions may use form SPO-005, *SPO Price or Vendor List Contract Exception* as a template to record and file requests. Form SPO-005 may be edited to meet specific department needs. SPO forms are available on the SPO website at [http://spo.hawaii.gov](http://spo.hawaii.gov). Click on *Forms* on the home page.

When the price list contract is not used, HRS chapter 103D and the procurement rules apply to purchases using the applicable procurement method and its procedures, such as small purchases or competitive sealed bidding. The decision to use this contract or to solicit pricing from other sources is at the discretion of the participating jurisdiction.

**POINT OF CONTACT.** Questions regarding the services listed, ordering, pricing and status should be directed to the contractor(s).

Procurement questions or concerns may be directed as follows:

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>Name</th>
<th>Telephone 1</th>
<th>Telephone 2</th>
<th>Fax 1</th>
<th>Fax 2</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive</td>
<td>Matthew Chow</td>
<td>586-0577</td>
<td>586-0570</td>
<td></td>
<td></td>
<td><a href="mailto:matthew.m.chow@hawaii.gov">matthew.m.chow@hawaii.gov</a></td>
</tr>
<tr>
<td>DOE</td>
<td>Procurement Staff</td>
<td>675-0130</td>
<td>675-0133</td>
<td></td>
<td></td>
<td><a href="mailto:G-OFS-DOE-Procurement@k12.hi.us">G-OFS-DOE-Procurement@k12.hi.us</a></td>
</tr>
<tr>
<td>HHSC</td>
<td>Nancy Delima</td>
<td>359-0994</td>
<td></td>
<td>594-1833</td>
<td>594-1865</td>
<td><a href="mailto:ndelima@hhsc.org">ndelima@hhsc.org</a></td>
</tr>
<tr>
<td>OHA</td>
<td>Christopher Stanley</td>
<td>594-1833</td>
<td>594-1865</td>
<td></td>
<td></td>
<td><a href="mailto:chriss@oha.org">chriss@oha.org</a></td>
</tr>
<tr>
<td>UH</td>
<td>Karlee Hisashima</td>
<td>956-8687</td>
<td>956-2093</td>
<td></td>
<td></td>
<td><a href="mailto:karlee@hawaii.edu">karlee@hawaii.edu</a></td>
</tr>
<tr>
<td>Public Charter School Commission and Schools</td>
<td>Danny Vasconcellos</td>
<td>586-3775</td>
<td>586-3776</td>
<td></td>
<td></td>
<td><a href="mailto:danny.vasconcellos@spcsc.hawaii.gov">danny.vasconcellos@spcsc.hawaii.gov</a></td>
</tr>
<tr>
<td>House</td>
<td>Brian Takeshita</td>
<td>586-6423</td>
<td>586-6401</td>
<td></td>
<td></td>
<td><a href="mailto:takeshita@capitol.hawaii.gov">takeshita@capitol.hawaii.gov</a></td>
</tr>
<tr>
<td>Senate</td>
<td>Carol Taniguchi</td>
<td>586-6720</td>
<td>586-6719</td>
<td></td>
<td></td>
<td><a href="mailto:c.taniguchi@capitol.hawaii.gov">c.taniguchi@capitol.hawaii.gov</a></td>
</tr>
<tr>
<td>Judiciary</td>
<td>Tritia Cruz</td>
<td>538-5805</td>
<td>538-5802</td>
<td></td>
<td></td>
<td><a href="mailto:tritia.l.cruz@courts.hawaii.gov">tritia.l.cruz@courts.hawaii.gov</a></td>
</tr>
<tr>
<td>C&amp;C of Honolulu</td>
<td>Procurement Specialist</td>
<td>768-5535</td>
<td>768-3299</td>
<td></td>
<td></td>
<td><a href="mailto:bfspurchasing@honolulu.gov">bfspurchasing@honolulu.gov</a></td>
</tr>
<tr>
<td>Honolulu City Council</td>
<td>Kimberly Ribellia</td>
<td>768-5045</td>
<td>768-5085</td>
<td></td>
<td></td>
<td><a href="mailto:kribellia@honorlulu.gov">kribellia@honorlulu.gov</a></td>
</tr>
<tr>
<td></td>
<td>Nanette Saito</td>
<td></td>
<td>748-5071</td>
<td></td>
<td></td>
<td><a href="mailto:nsaito@honorlulu.gov">nsaito@honorlulu.gov</a></td>
</tr>
<tr>
<td>Honolulu Board of Water Supply</td>
<td>Procurement Office</td>
<td>748-5071</td>
<td></td>
<td></td>
<td></td>
<td><a href="mailto:fn_procurement@hbws.org">fn_procurement@hbws.org</a></td>
</tr>
<tr>
<td>HART</td>
<td>Dean Matro</td>
<td>768-6246</td>
<td></td>
<td></td>
<td></td>
<td><a href="mailto:dean.matro@honolulu.gov">dean.matro@honolulu.gov</a></td>
</tr>
<tr>
<td>County of Hawaii</td>
<td>Diane Nakagawa</td>
<td>961-8440</td>
<td>961-8248</td>
<td></td>
<td></td>
<td><a href="mailto:Diane.Nakagawa@hawaiicounty.gov">Diane.Nakagawa@hawaiicounty.gov</a></td>
</tr>
<tr>
<td>Jurisdiction</td>
<td>Name</td>
<td>Telephone</td>
<td>Fax</td>
<td>E-mail</td>
<td></td>
<td></td>
</tr>
<tr>
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<td>---------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hawaii County Council</td>
<td>Diane Nakagawa</td>
<td>961-8440</td>
<td>961-8248</td>
<td><a href="mailto:Diane.Nakagawa@hawaiicounty.gov">Diane.Nakagawa@hawaiicounty.gov</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>County of Hawaii-Department of Water Supply</td>
<td>Kaʻiulani L. Matsumoto</td>
<td>961-8050 ext 224</td>
<td>961-8657</td>
<td><a href="mailto:kmatsumoto@hawaiidws.org">kmatsumoto@hawaiidws.org</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>County of Maui</td>
<td>Jared Masuda</td>
<td>463-3816</td>
<td></td>
<td><a href="mailto:jared.masuda@co.mauicolor.hi.us">jared.masuda@co.mauicolor.hi.us</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maui County Council</td>
<td>Marlene Rebugio</td>
<td>270-7838</td>
<td></td>
<td><a href="mailto:marlene.rebugio@maicounty.us">marlene.rebugio@maicounty.us</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>County of Maui-Department of Water Supply</td>
<td>Kenneth L. Bissen</td>
<td>270-7684</td>
<td>270-7136</td>
<td><a href="mailto:ken.bissen@co.mauicolor.hi.us">ken.bissen@co.mauicolor.hi.us</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>County of Kauai</td>
<td>Ernie Barreira</td>
<td>241-4295</td>
<td>241-6349</td>
<td><a href="mailto:ebarreira@kauai.gov">ebarreira@kauai.gov</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kauai County Council</td>
<td>Codie Tabalba, Scott Sato</td>
<td>241-4193, 241-4810</td>
<td>241-6349, 241-6349</td>
<td><a href="mailto:ctabalba@kauai.gov">ctabalba@kauai.gov</a>, <a href="mailto:ssato@kauai.gov">ssato@kauai.gov</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>County of Kauai-Department of Water</td>
<td>Marcelino Soliz</td>
<td>245-5470</td>
<td>245-5813</td>
<td><a href="mailto:msoziz@kauaiwater.org">msoziz@kauaiwater.org</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**USE OF PRICE & VENDOR LIST CONTRACTS BY NONPROFIT ORGANIZATIONS.**

Pursuant to HRS §103D-804, nonprofit organizations with current purchase of service contracts (HRS Chapter 103F) have been invited to participate in the SPO price & vendor list contracts.

A listing of these nonprofit organizations is available at the SPO website: [http://spo.hawaii.gov](http://spo.hawaii.gov). Click on For Vendors > Non-Profits > Cooperative Purchasing Program > View the list of qualifying nonprofits eligible to participate in cooperative purchasing.

If a nonprofit wishes to purchase from a SPO price or vendor list contract, the nonprofit must obtain approval from each Contractor, i.e., participation must be mutually agreed upon. A Contractor may choose to deny participation by a nonprofit. Provided, however, if a nonprofit and Contractor mutually agree to this arrangement, it is understood that the nonprofit will retain its right to purchase from other than a SPO price or vendor list Contractor(s).

**THE HONOLULU STAR-ADVERTISER IS THE PUBLISHER FOR NEWSPAPER PUBLICATION SERVICES FOR OAHU, MOLOKAI AND LANAI:**

Governmental agencies are required to place an ad or notice in the Primary Newspaper.

Governmental agencies may choose to place an additional notice or ad to run concurrently in another newspaper to reach a wider circulation. Agencies shall use the applicable procurement method and its procedures, such as small purchases to obtain quotes from any available newspaper publication that will meet your agency public notice requirements to run an ad in an additional newspaper.

**PLACING OF ORDERS** must be per the required deadlines for each newspaper. See Contractor's information sheet on page 8.

Governmental agencies may submit documents at minimum in MS Word, PDF or tif formats. Agencies shall check with individual publications for other available formats as needed.

Orders may be hand delivered, fax or email to the Contractor.
TRANSMITTAL / ORDER FORM should be used when placing orders with the Contractor. A copy of the Transmittal / Order Form is available on the last page.

OTHER SERVICES. Refer to each publication’s information sheet for pricing availability for other services such as color notices or ads, notices or ads in affiliate mailers and on-line (Internet) notices or ads.

INTERNET POSTING. On-line notices are an additional, optional service. Notices shall be posted on the Internet on the same day and/or first day it is published in the newspaper. Contractor shall provide universal page format, i.e. Adobe Acrobat and/or PDF with an associated hyperlink for a downloadable universal, readable version.

AFFILIATED MAILERS. Notices or ads placed in affiliated mailers will be an additional, optional service. Notices or ads will be run in the closest available publish date of the affiliated mailer to the notice or ad date of the newspaper publication.

PROOF. When proofs are requested by a governmental agency, Contractor shall first proofread and make necessary corrections, then submit a proof of the notice to the governmental agency. A second proof may be required if the first proof is extensively edited by the governmental agency. If a proof is required, State shall approve proof before an authorizing pCard charge.

CONFIRMATION NOTICE. Contractor shall provide confirmation of an order by e-mail or fax. Contractor shall proof all work. Any errors or delays to the scheduled publication date, due to Contractor error, shall be corrected and printed in a timely manner satisfactory to the agency or a full credit shall be issued. Contractor shall immediately notify the agency by phone and confirm via fax or e-mail to any delays to the scheduled publication date(s) due to Contractor error.

AFFIDAVIT OF PUBLICATION for each notice shall be sent to the ordering governmental agency at no additional cost. Affidavit shall be mailed within seven (7) calendar days of last day of publication. A clipping of the notice or ad shall be submitted with the affidavit. Or as necessary, a tear sheet shall be attached to each affidavit. Cost for additional copies of the affidavit will apply.

UNIT PRICES include delivery to destination and all other costs EXCEPT the State General Excise Tax. Governmental agencies are advised to add tax amount to their purchase order total.

STATE GENERAL EXCISE TAX (GET) AND COUNTY SURCHARGE shall not exceed the following rates if seller elects to pass on the charges to its customers.

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>COUNTY SURCHARGE TAX RATE</th>
<th>STATE GET</th>
<th>MAX PASS-ON TAX RATE</th>
<th>EXPIRATION DATE OF SURCHARGE TAX RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>C&amp;C OF HONOLULU</td>
<td>0.50%</td>
<td>4.0%</td>
<td>4.7120%</td>
<td>12/31/2030</td>
</tr>
<tr>
<td>HAWAII</td>
<td>0.50%</td>
<td>4.0%</td>
<td>4.7120%</td>
<td>12/31/2030</td>
</tr>
<tr>
<td>COUNTY OF MAUI (including Molokai and Lanai)</td>
<td>0.0%</td>
<td>4.0%</td>
<td>4.1666%</td>
<td>No county surcharge</td>
</tr>
<tr>
<td>KAUAI</td>
<td>0.50%</td>
<td>4.0%</td>
<td>4.7120%</td>
<td>12/31/2030</td>
</tr>
</tbody>
</table>
The GET or use tax and county surcharge may be added to the invoice as a separate line item and shall not exceed the current max pass-on tax rate(s) for each island.

County surcharges on state general excise (GE) tax or Use tax may be visibly passed on but is not required. For more information on county surcharges and the max pass-on tax rate, please visit the Department of Taxation’s website at http://tax.hawaii.gov/geninfo/countysurcharge.

VENDOR CODES for annotation on purchase orders are obtainable from the Alphabetical Vendor Edit Table Report available at your department’s fiscal office. Agencies are cautioned that the remittance address on an invoice may be different from the address of the vendor code annotated on the purchase order.

COMPLIANCE PURSUANT TO HRS §103D-310(c). Prior to awarding this contract, the SPO verified compliance of the Contractor(s) named in the SPO Price List Contract No. 20-05. No further compliance verification is required prior to issuing a contract, purchase order, or pCard payment when utilizing this contract.

PURCHASING CARD (pCard). The State of Hawaii Purchasing Card (pCard) is required to be used by the Executive departments/agencies, excluding DOE, OHA, UH and HHSC for orders totaling less than $2,500. For purchases $2,500 or more, agencies may use the pCard, subject to its credit limit, or issue a purchase order.

PURCHASE ORDERS may be issued for purchases $2,500 or more; and for Contractors who either do not accept the pCard, set minimum order requirements before accepting the pCard for payment, or charge its customers a transaction fee for the usage.

SPO PL CONTRACT NO. 20-05 shall be typed on purchase orders issued against this price list contract. For pCard purchases, the SPO PL Contract No. 20-05 shall be notated on the appropriate transaction document.

PAYMENTS are to be made to the Contractor(s) remittance address. HRS §103-10 provides that the State shall have thirty (30) calendar days after receipt of invoice or satisfactory completion of contract to make payment. Payments may also be made via pCard.

VENDOR AND PRODUCT EVALUATION form SPO-012, for the purpose of addressing concerns on this price list contract is available to agencies at the SPO website: http://spo.hawaii.gov. Click on Forms on the home page.

PRICE OR VENDOR LIST CONTRACT AVAILABLE ON THE INTERNET at the SPO website: http://spo.hawaii.gov. Click on Price & Vendor List Contracts on the home page.
ISLANDS OF OAHU, MOLOKAI & LANAI

Primary Contractor: Oahu Publications, Inc.

Name of Newspaper: Honolulu Star-Advertiser

Frequency of Publication: Daily (Monday through Sunday, morning paper)

Column Width: Legal – 0.895”
               Classified – 0.895”
               Retail – 1.513”

Minimum Size: One column inch

Prices based on one column width/1 inch height for the period July 1, 2020 to June 30, 2022.

<table>
<thead>
<tr>
<th>Type of Ad</th>
<th>Monday – Friday</th>
<th>Saturday</th>
<th>Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Ad with or w/o graphics</td>
<td>$32.00</td>
<td>$32.00</td>
<td>$42.50</td>
</tr>
<tr>
<td>Retail Ad with or w/o graphics</td>
<td>$48.75</td>
<td>$48.75</td>
<td>$59.25</td>
</tr>
<tr>
<td>Classified Ad with or w/o graphics</td>
<td>$51.00</td>
<td>$51.00</td>
<td>$70.00</td>
</tr>
</tbody>
</table>

First Affidavit: No Charge, Additional Affidavit: $29.00 each; One Color, Two Color, Full Color: $24.25 per inch.
Cancelled ads in which proof were made: No Charge.
Price to run in Affiliated Mailer (Shopper): $73.00 per inch.
Price to place ad online (pick-up from printed ad posting): No Charge.

Prices based on one column width/1 inch height for the period July 1, 2022 to June 30, 2024.

<table>
<thead>
<tr>
<th>Type of Ad</th>
<th>Monday – Friday</th>
<th>Saturday</th>
<th>Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Ad with or w/o graphics</td>
<td>$32.00</td>
<td>$32.00</td>
<td>$42.50</td>
</tr>
<tr>
<td>Retail Ad with or w/o graphics</td>
<td>$48.75</td>
<td>$48.75</td>
<td>$59.25</td>
</tr>
<tr>
<td>Classified Ad with or w/o graphics</td>
<td>$51.00</td>
<td>$51.00</td>
<td>$70.00</td>
</tr>
</tbody>
</table>

First Affidavit: No Charge, Additional Affidavit: $29.00 each; One Color, Two Color, Full Color: $24.25 per inch.
Cancelled ads in which proof were made: No Charge.
Price to run in Affiliated Mailer (Shopper): $73.00 per inch.
Price to place ad online (pick-up from printed ad posting): No Charge.

Issue PO & Remittance to: Oahu Publications, Inc.
500 Ala Moana Boulevard, Suite 7-500
Honolulu, HI 96813

Contacts:
Name: Lisa Sakakida, Account Executive
Phone: (808) 529-4344
Fax: (808) 529-4898
Email: lsakakida@staradvertiser.com

Name: Rose Rosales, Account Executive
Phone: (808) 529-4825
Fax: (808) 529-4898
Email: rrosales@staradvertiser.com

For urgent jobs: (808) 348-7159
**Deadlines for Submission:**
Three working days prior to publication date. Deadlines are moved up one day during holidays. Last minute ads may be accepted one working day prior to publication.

<table>
<thead>
<tr>
<th>Date of Publication</th>
<th>Submission due (date and time)</th>
<th>Date of Publication</th>
<th>Submission due(date and time)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>Tuesday, 12:00 p.m.</td>
<td>Thursday</td>
<td>Friday, 12:00 p.m.</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Wednesday, 12:00 p.m.</td>
<td>Friday</td>
<td>Monday, 12:00 p.m.</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Thursday, 12:00 p.m.</td>
<td>Saturday &amp; Sunday</td>
<td>Tuesday, 12:00 p.m.</td>
</tr>
</tbody>
</table>

Include all applicable taxes, except the GET. The GET may be added to the invoice as a separate line item and shall not exceed the current rate for that island.
TRANSMITTAL
ORDER FORM
FOR
HONOLULU STAR-ADVERTISER
STATE OF HAWAII
PUBLICATION OF PUBLIC NOTICES
TRANSMITTAL / ORDER FORM

Submit your request by fax: 808 529-4829, email: legals@staradvertiser.com
or hand deliver to: Honolulu Star-Advertiser, 500 Ala Moana Blvd, Tower 7,
Suite 500, Honolulu, HI 96813 ATTN: Legal Department
Phone # 808 529-4344

*Please be sure to submit three (3) business days prior to date of publication.

Date: __________________________

TO: ☐ Honolulu Star-Advertiser  PO# ______________
    ☐ MidWeek  PO# ______________

FROM: Ordering Dept./Agency ____________________________________________
       Street Address: ___________________________________________________
       Contact Person (handling notice) _____________________________________
       Phone Number: _____________  Fax Number: ___________________________
       Email: ________________________________

ORDER INFORMATION

1) Date(s) of Publication: ____________________________________________

2) Type of Notice:  ☐ Legal  ☐ Classified  ☐ Retail

3) Method of submitting notice:  ☐ Fax  ☐ Hand Delivery  ☐ E-mail

4) Number of Affidavit(s) of Publication required: ________

5) Billing address (if different from above): ______________________________
       Contact Person (handling the bill) ___________________________________
       Phone: ______________________________  Fax: __________________________

6) Payment Method:  ☐ Purchasing/Credit Card No. _________________________
                          Expiration Date: ____/____ - Security Code: __________
                          Name on card: ___________________________________________
       ☐ Bill to Account No. _____________________________________________
       ☐ Other: ________________________________________________________

7) Dept./Agency reference no. (if required) ________________________________

Publication of Public Notices
ORDER FORM

SPO Pricelist Contract Number 20-05

PUBLICATION OF PUBLIC NOTICES
OAHU, MOLOKAI, LANAI
11

SPO PL Contact No. 20-05
07/01/2020 to 06/30/2024
**STATE OF HAWAII**

**PUBLICATION OF PUBLIC NOTICES**

**TRANSMITTAL / ORDER FORM**

Submit your request by fax: 808 529-4829, email: legals@staradvertiser.com or hand deliver to: Honolulu Star-Advertiser, 500 Ala Moana Blvd, Tower 7, Suite 500, Honolulu, HI 96813 ATTN: Legal Department Phone # 808 529-4344

*Please be sure to submit three (3) business days prior to date of publication.*

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<th>Date:</th>
<th>__________________________</th>
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**TO:**
- [ ] Honolulu Star-Advertiser PO# _______________
- [ ] MidWeek PO# _______________

**FROM:**
Ordering Dept./Agency ____________________________________________________________
Street Address: __________________________________________________________________
Contact Person (handling notice) _________________________________________________
Phone Number: _______________ Fax Number: _______________
Email: __________________________________________________________________________

**ORDER INFORMATION**

1) Date(s) of Publication: __________________________

2) Type of Notice:  
- [ ] Legal  
- [ ] Classified  
- [ ] Retail

3) Method of submitting notice:  
- [ ] Fax  
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  [ ] Bill to Account No. __________________________
  [ ] Other: __________________________

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