

# Kidney Car Donation Instructions

The donation process is pretty easy, a few simple steps and you're on your way to making your car a Kidney Car!

## Step 1: Fill out and Sign all Forms and Documents Listed Below:

- Donor Information and Disclosure Form
- Kidney Car Assessment Form
- Car Location Information Form
- Most current Registration and Safety Inspection — **Optional**

## Step 2: Mail or bring signed **Certificate of Title** to 1314 S. King St # 305 Honolulu, HI 96814

- See the Title Sample page for signing instructions
  - **The Notice of Transfer** is located at the top of your Certificate of Title — the DMV requires that the Notice of Transfer be filed with in 10 days of the **transfer** of the vehicle.
    - At your request **NKFH** will file your N.O.T for you — please leave the “date of transfer” space at the top blank; sign the signature and address line, include it with your title. It will be dated when we confirm the vehicle has been picked up.
    - If you choose to file your own Notice of Transfer please remember that the “date of transfer” is the date that NKFH takes possession of the vehicle. This is either the day the tow company picks up the vehicle or the day that you drop off the vehicle.

## Step 3: Vehicle Pick Up or Drop Off after receipt of your signed Title in our office:

- **Option 1: Vehicle Pick-Up: We offer free towing of your vehicle**
  - Park your vehicle where it won't be towed and/or acquire tickets.
  - Put your keys in the ashtray or glove box and lock the doors. (*The towing company is able to open your door*)
  - \* *Do **NOT** leave Title in the vehicle—Title must be in NKFH Office before a pick up can be scheduled*
- \*We recommend that you cancel your insurance after your car has been towed. \*Please note: If the vehicle isn't accessible to the tow company on the agreed upon dates and location, you will be charged for the Dry-Run Fee (\$60) prior to having a second tow truck dispatched. If the vehicle is at a service station and parts are missing, your car could be rejected. Please ask mechanics/service station personnel to leave your car totally intact.
- **Option 2: Vehicle Drop Off — If you choose to drop off your vehicle, it MUST BE RUNNING with Current Registration and Safety Check**
  - **NKFH Office: \*Please DO NOT Leave Vehicles in parking area after our business hours\***
    - Drop Off Hours: Monday thru Friday: 8:30am-4:30pm or Saturday by appointment - 593-1515 ext 1.
    - Park in empty lot on Akoko Street next to the Interstate Building. Please lock the doors and bring keys to the office,
  - **Manheim Auto Auction (Mapunapuna). Please call 593-1515 ext. 1 to schedule an appointment prior to drop off. All paperwork must be at the NKFH office prior to drop off.**
    - Address: 1001 Ahua Street
    - Drop Off Hours: Monday thru Thursday: 8:30am-4:30pm and Friday : 8:30am-1:30pm

**\*Make sure you remove all personal items from the car. Also, ensure that you remove anything that identifies you. (i.e. the vehicle manual with your name on it, old registration cards, etc.)**

## **Things to Remember:**

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- **Specialty and Veteran Plates:** If you have specialty plates and **you want to keep them**, you will have to go to the DMV to have generic plates issued and put on the vehicle prior to the donation. Veteran plates are assigned to you and the DMV will not allow us to accept any vehicle with veteran plates. **they must be removed prior to the donation and replaced with generic plates.**

- **If Owner of Vehicle is Deceased:** We would need to have the original title and owner's notarized death certificate (the DMV requires it to be attached to the title). If someone other than the deceased wants the tax deduction, the title must be transferred prior to donation. If the donation is staying in the deceased name, an “Act 89” must be filled out by a next of kin, signed and notarized. NKFH has a notary on site. The forms are available at our office or at any Satellite City Hall.

- **Tax Deduction:** As of January 1, 2005, the maximum tax deduction you can receive without needing notification of the Gross Selling Price (GSP) of the vehicle is \$500. If the vehicle sells for more than \$500 than you may claim the GSP as the deduction. NKFH will provide notification of the tax deduction within 30-60 days of the sale. NKFH cannot ensure any selling price for any vehicle