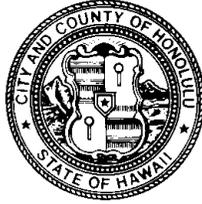


DEPARTMENT OF PARKS & RECREATION
CITY AND COUNTY OF HONOLULU

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MAYOR



MICHELE K. NEKOTA
DIRECTOR

JEANNE C. ISHIKAWA
DEPUTY DIRECTOR

89th LEI DAY CELEBRATION
YOUTH HAWAIIAN LEI CONTEST

LEI CONTEST RULES

Sponsored by the Department of Parks and Recreation
Sunday, May 1, 2016 – Queen Kapi‘olani Park

RULES

1. Any individual may enter an unlimited number of lei. All lei must be made entirely by the contestant.

2. Age determination is based on the lei maker’s age on May 1, 2016.

<u>CLASS</u>	<u>AGE GROUP</u>
I	5 years and under
II	6 through 8 years
III	9 through 12 years
IV	13 through 17 years

3. Each lei must be accompanied by a completed official entry form, containing the signature of a parent or authorized adult, and submitted to the Lei Receiving booth at Queen Kapi‘olani Park, on May 1, 2016, from 7:30 a.m. to 9:00 a.m. **Lei submitted after the 9:00 a.m. deadline will not be accepted.**

4. **All lei entered in the contest will not be returned.** Lei will be taken to Mauna ‘Ala, the Royal Mausoleum at 2261 Nu‘uanu Avenue, on May 2, 2016. The public is invited to this ceremony, which begins at 9:00 a.m. The lei may be viewed before the ceremony begins. As part of the ceremony, the public participates by draping the lei on the crypts and tombs of Hawai‘i’s ali‘i. To follow, a ceremony will also be held at Kawaiāha‘o Church at 957 Punchbowl Street.

5. The Department of Parks and Recreation reserves the right to:
a. disqualify any lei that does not comply with the contest rules or division

- specifications.
 - b. disqualify any lei submitted in which the contestant does not meet the eligibility requirements.
 - c. disqualify any lei registered in the wrong division/category.
- Lei will not be displayed and will be returned to lei maker.

6. All decisions made by the Department of Parks and Recreation are final.
7. All lei must be wearable.
8. All lei must be made in one (1) or a combination of any of the following methods:

METHOD

DESCRIPTION

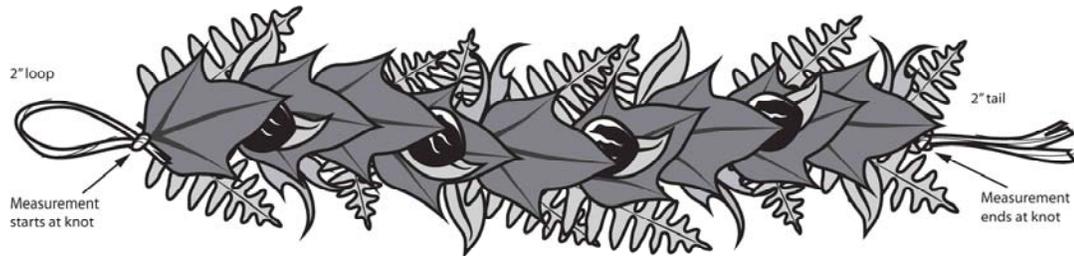
Haku:	Braiding flowers, leaves, and/or fruit in a three-strand plait of fern, lau kī (ti leaf), hau fiber, etc.
Hili:	Braiding or weaving of a single plant material.
Humupapa:	Plant materials are sewn to a foundation of dried banana fiber, lauhala, lau kī or other suitable materials.
Kui:	Plant materials are strung together through the center or side.
Kīpu‘u:	The stems of leaves are knotted together to make a chain. No cordage or needle is used.
Wili:	Plant materials are placed on a backing of lau kī, lauhala, dried banana fiber or other suitable material and wound with fiber or thread around the plant material and backing.

9. All lei shall be made with natural plant materials and limited to flowers, leaves, stems, roots, fruits, and seeds.
10. Lei using non-natural materials, artificial treatment or artificial coloring of natural materials **shall be disqualified.** Wire cannot be used. Lei bound with the following artificial or treated materials: string, ribbon, yarn and dental floss is allowed.
11. Endangered plants shall not be used. Any lei containing endangered plants will be disqualified and will not be displayed. A list of endangered plants is available for review at the:

State Department of Land and Natural Resources
 Forestry and Wildlife Division
 1151 Punchbowl Street, Room 325
 Telephone: 587-0166
 Website: [http:// www.dlnr.gov/dofaw/rules/endangered-plants/](http://www.dlnr.gov/dofaw/rules/endangered-plants/)

12. All lei must have a 2 inch (5.1cm) loop (for hanging) at the top; with a 2 inch (5.1cm) tail at the bottom end (this identifies the top and bottom of the lei). Lei must be untied.
13. All lei entered in the contest must be a minimum of 22 inches (55.9cm) and a maximum of 24 inches (61cm) long - does not include 2 inch (5.1cm) loop and 2 inch (5.1cm) tail.

Measurement will be taken from the knot of the 2-inch loop to the knot at the end of the lei. See illustration below.



14. **DIVISIONS AND AWARDS:**
Any number of lei may be entered by an individual in each class.

Class I Awards: 5 years and under

PLACEMENT	AWARD	RIBBON
First Place	\$40.00	Blue
Second Place	\$30.00	Red
Third Place	\$20.00	White

Class II Awards: 6 through 8 years

PLACEMENT	AWARD	RIBBON
First Place	\$40.00	Blue
Second Place	\$30.00	Red
Third Place	\$20.00	White

Class III Awards: 9 through 12 years

PLACEMENT	AWARD	RIBBON
First Place	\$40.00	Blue
Second Place	\$30.00	Red
Third Place	\$20.00	White

Class IV Awards: 13 through 17 years

PLACEMENT	AWARD	RIBBON
First Place	\$40.00	Blue
Second Place	\$30.00	Red
Third Place	\$20.00	White

15. **AWARDING OF PRIZES** – Contestants need not be present to win. Winners will receive their awards through the mail, **no earlier than May 31, 2016**. To receive an

award, all winners irrespective of award amount, age or citizenship must have a Taxpayer Identification Number and submit a form W-9 or W-8BEN to the City no later than **May 20, 2016**. **Should you not complete this process by May 20, 2016, we will assume that you have decided to waive and forfeit any and all rights or claims to receive the prize monies.** If you are in the process of obtaining an ITIN (discussed below) and cannot meet the May 20, 2016 deadline, please contact Barbara Lowe at (808) 373-8013 **before** May 20, 2016 or your prize will be considered forfeited.

To obtain a Taxpayer Identification Number, you must do the following:

- You must have a Social Security Number (SSN) or an Individual Taxpayer Identification Number (ITIN) in order to obtain a Taxpayer Identification Number.
 - **SSN** – To obtain a SSN, complete and submit an Application for Social Security Card to the Honolulu Social Security Office, 300 Ala Moana Boulevard, Suite 1114, Honolulu, Hawaii 96850, phone 772-1213. It will take approximately ten business days to obtain a social security card.
 - **ITIN** - Persons, who are not eligible for a SSN, must obtain an ITIN. An ITIN is a nine-digit number issued by the U.S. Internal Revenue Service (IRS) to persons who are required for U.S. tax purposes to have a U.S. taxpayer identification number, but who do not have and are not eligible to get a SSN.
 - To obtain an ITIN, the person must complete and submit a W-7 IRS form (Individual Tax Identification Number Application) to the Internal Revenue Service (IRS). Please note that it takes four (4) to six (6) weeks to receive an ITIN, **so please plan accordingly and do this early**. Upon receipt of the ITIN, please complete and submit your W-8BEN.
 - After obtaining an SSN or ITIN, the person must complete and submit the following:
 - W-9 form (Request for Taxpayer Identification Number and Certification);
OR
 - W-8BEN form (Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding) if the person is a foreign alien (non-US person);
 - Submit the completed W-9 or W-8BEN to the City's Budget and Fiscal Services Purchasing Division by fax to: FAX – (808) 768-3299 ATTN: Vendor Control; or by email to: bfspurchasing@honolulu.gov. **This must be done by May 20, 2016. DO NOT SUBMIT THE COMPLETED W-9 OR W-8BEN FORM TO THE DEPARTMENT OF PARKS AND RECREATION.**
16. All lei will be on display to the public on May 1, 2016 from 1:00 p.m. – 5:30 p.m., at the Queen Kapi'olani Park (between the bandstand and Waikīkī Shell).
17. For more information about the contest, please contact Ms. Barbara Lowe of the Department of Parks and Recreation at (808) 373-8013.



The Department of Parks and Recreation, City and County of Honolulu, is committed to making all of its programs and leisure services accessible to everyone, including persons with disabilities. If you have a need for reasonable modifications and/or English/Sign Language interpreter service, please call the Therapeutic Recreation Unit at (808) 768-3027V/T by April 8, 2016.

LEI STYLE (check all that applies):

haku

hili

humupapa

kui

kīpu‘u

wili

PLANT/MATERIALS USED: (Please check)

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> ‘A‘ali‘i | <input type="checkbox"/> Dracaena | <input type="checkbox"/> Leucadendron | <input type="checkbox"/> Pua kenikeni |
| <input type="checkbox"/> ‘Aki‘aki | <input type="checkbox"/> Dusty miller | <input type="checkbox"/> Leucospermum (pin cushion) | <input type="checkbox"/> Pūkiawe |
| <input type="checkbox"/> ‘Ākia | <input type="checkbox"/> Epidendron | <input type="checkbox"/> Liko lehua | <input type="checkbox"/> Ribbon plant |
| <input type="checkbox"/> ‘Ākulikuli | <input type="checkbox"/> Feverfew (tanacetum) | <input type="checkbox"/> Limu | <input type="checkbox"/> Rose |
| <input type="checkbox"/> Agapanthus | <input type="checkbox"/> Firecracker | <input type="checkbox"/> Linaria | <input type="checkbox"/> Royal ‘ilima |
| <input type="checkbox"/> Ageratum | <input type="checkbox"/> Galphimia | <input type="checkbox"/> Liriope | <input type="checkbox"/> Safflower |
| <input type="checkbox"/> Alahe‘e (walahe‘e) | <input type="checkbox"/> Geranium | <input type="checkbox"/> Lobelia | <input type="checkbox"/> Salvia |
| <input type="checkbox"/> Alstromeria | <input type="checkbox"/> Ginger (circle) white, yellow, red, pink | <input type="checkbox"/> Loke lau (green rose) | <input type="checkbox"/> Sandpaper vine |
| <input type="checkbox"/> Asparagus fern | <input type="checkbox"/> Globe amaranth (bozo or bozu) | <input type="checkbox"/> Lokelani | <input type="checkbox"/> Shrimp plant (white, red, yellow) |
| <input type="checkbox"/> Alyssum | <input type="checkbox"/> Goldenrod | <input type="checkbox"/> Maile | <input type="checkbox"/> Sea grape |
| <input type="checkbox"/> Aster | <input type="checkbox"/> Grevillea | <input type="checkbox"/> Māmane | <input type="checkbox"/> Silver tree |
| <input type="checkbox"/> Baby’s Breath | <input type="checkbox"/> Hala | <input type="checkbox"/> Mangrove | <input type="checkbox"/> Snail flower |
| <input type="checkbox"/> Bachelor’s button (cornflower) | <input type="checkbox"/> He‘e (octopus) | <input type="checkbox"/> Manuka (tea tree) | <input type="checkbox"/> Snap dragon |
| <input type="checkbox"/> Balloon flower (bell flower) | <input type="checkbox"/> Hedyotis | <input type="checkbox"/> Marguerite daisy | <input type="checkbox"/> Solidaster |
| <input type="checkbox"/> Banksia | <input type="checkbox"/> Hemigraphis | <input type="checkbox"/> Marigold | <input type="checkbox"/> Spanish moss |
| <input type="checkbox"/> Begonia | <input type="checkbox"/> Hinahina | <input type="checkbox"/> Ma‘o (Hawaiian cotton) | <input type="checkbox"/> Statice |
| <input type="checkbox"/> Bird of paradise | <input type="checkbox"/> Hoya | <input type="checkbox"/> Mau‘u ‘aki‘aki | <input type="checkbox"/> Stephanotis |
| <input type="checkbox"/> Blue jade | <input type="checkbox"/> Hydrangea | <input type="checkbox"/> Maunaloa | <input type="checkbox"/> Strawflower |
| <input type="checkbox"/> Bougainvillea | <input type="checkbox"/> Hypericum | <input type="checkbox"/> Mickey Mouse | <input type="checkbox"/> Sweet William |
| <input type="checkbox"/> Calendula | <input type="checkbox"/> ‘Ilima | <input type="checkbox"/> Moa | <input type="checkbox"/> Ti (ti leaf) |
| <input type="checkbox"/> Candle brush | <input type="checkbox"/> Ironwood (casuarina) | <input type="checkbox"/> Mock orange | <input type="checkbox"/> Tiare (Tahitian gardenia) |
| <input type="checkbox"/> Carnation | <input type="checkbox"/> Ixora | <input type="checkbox"/> Mokihana | <input type="checkbox"/> Torenia (wishbone flower, ola‘a beauty) |
| <input type="checkbox"/> Celosia | <input type="checkbox"/> Joyweed | <input type="checkbox"/> Nehe | <input type="checkbox"/> Tree heliotrope |
| <input type="checkbox"/> Chinaman’s hat (cup and saucer) | <input type="checkbox"/> Kalanchoe | <input type="checkbox"/> ‘Ohai ali‘i | <input type="checkbox"/> Tricolor dracaena |
| <input type="checkbox"/> Chrysanthemum | <input type="checkbox"/> Kauna‘oa | <input type="checkbox"/> ‘Ōhelo | <input type="checkbox"/> Tuberoses |
| <input type="checkbox"/> Cibotium (tree fern) | <input type="checkbox"/> Kī (ti leaf) | <input type="checkbox"/> ‘Ōhi‘a | <input type="checkbox"/> Turk’s cap |
| <input type="checkbox"/> Cigar flower (kīkā) | <input type="checkbox"/> Kīkānia | <input type="checkbox"/> Ola‘a beauty | <input type="checkbox"/> ‘Uki |
| <input type="checkbox"/> Clerodendrum (bleeding heart) | <input type="checkbox"/> Koa | <input type="checkbox"/> Oncidium | <input type="checkbox"/> ‘Ūlei |
| <input type="checkbox"/> Coral plant (hanging firecracker) | <input type="checkbox"/> Kou | <input type="checkbox"/> Pa‘iniu | <input type="checkbox"/> Uluhe |
| <input type="checkbox"/> Croton | <input type="checkbox"/> Kou haole | <input type="checkbox"/> Pala‘ā | <input type="checkbox"/> Vanda orchid |
| <input type="checkbox"/> Crown flower | <input type="checkbox"/> Kukui | <input type="checkbox"/> Palapalai | <input type="checkbox"/> Violet |
| <input type="checkbox"/> Cymbidium | <input type="checkbox"/> Kulu‘i | <input type="checkbox"/> Panax | <input type="checkbox"/> Wāwae ‘iole |
| <input type="checkbox"/> Daisy | <input type="checkbox"/> Kupukupu | <input type="checkbox"/> Pansy | <input type="checkbox"/> Wax flower |
| <input type="checkbox"/> Davallia fern (Shinobu) | <input type="checkbox"/> Lantana | <input type="checkbox"/> Pentas | <input type="checkbox"/> Wiliwili |
| <input type="checkbox"/> Delphinium | <input type="checkbox"/> Lantern ‘ilima | <input type="checkbox"/> Pīkake | <input type="checkbox"/> Yarrow |
| <input type="checkbox"/> Dendrobium | <input type="checkbox"/> Laua‘e | <input type="checkbox"/> Plumeria | <input type="checkbox"/> Zinnia |
| | <input type="checkbox"/> Lavender | <input type="checkbox"/> Pōhinahina | |
| | <input type="checkbox"/> Leather leaf fern | <input type="checkbox"/> Pōhutukawa (New Zealand lehua) | |
| | <input type="checkbox"/> Lehua (‘ōhi‘a lehua) | | |

And others (please print legibly and use common names):