

HONOLULU POLICE DEPARTMENT VIDEO AMUSEMENT DEVICE PERMIT APPLICATION

APPLICATION INSTRUCTIONS

INTRODUCTION:

Under the Revised Ordinances of Honolulu (hereinafter “ROH”) Ordinance 25-28 (June 24, 2025), persons making video amusement devices (hereinafter “Devices”) available to the public in a location must display a permit obtained from the Honolulu Police Department (hereinafter “HPD”) in a place visible to the public at that location. Permits are not required for other electronic amusement devices including mechanical amusement devices. For more information and legal definitions, please see ROH Ordinance 25-28.

Person seeking to operate Devices available to the public must apply to Honolulu Police Department (hereinafter “HPD”) for a Video Amusement Device Permit (hereinafter “Permit”) using the attached Application Form. There is no application fee for a permit. Once issued, the Permit is tied to a particular location as described in the application. The Permit location and the Permit are not transferable. An applicant seeking to Permits for multiple location, must submit a separate application for each location. Adding Devices to a particular location requires an updated Permit application.

KEY DEFINITIONS:

Available to the Public. Open to an individual granted entry or admission to physically enter a premises or participate in an activity.

Electronic Amusement Device. Any electronic amusement device, including mechanical devices or video amusement devices, requiring the insertion of money, tokens, credits, or other valuable consideration.

Location. Any business establishment, public or private club, association, or any other site where a video amusement device is displayed or operated for use or play.

Operator. Any person in substantial proprietary control or other authoritative control over the location.

Video Amusement Device. A digital electronic amusement device that offers video or graphic-based gameplay through electronic or digital means. Video amusement devices include but are not limited to video games, virtual reality simulators, and dance or motion games. Video amusement device excludes music devices and vending machines.

PERMIT APPLICATION EVALUATION:

HPD may issue a video amusement device permit after the applicant’s completion of the application form and following an investigation of the applicant and the

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location. HPD may deny a Permit if: (1) The applicant fails to provide any of the information requested on the application; (2) Any statement in the application is found to be false; or (3) The proposed location would be reasonably likely to result in an increase in criminal activity, vandalism, litter, noise, or traffic congestion. A Permit denial may be appealed.

APPLICATION PROCESS:

Applications for video amusement device permits must be made to HPD on the attached Application Form. An Application Form must include the following information:

Applicant Information:

(1) Last Name; (2) First Name; (3) Middle Initial; (4) Date of Birth; (5) Address; (6) City; (7) Zip Code; (8) Email; (9) Business Phone Number; (10) Cell Phone Number; and (11) Employer.

Location Information: (1) Address; (2) City; (3) Zip Code; (4) Name of Location; (5) Tax Map Key; (6) Description of Premise;* (7) Days/Hours of Operation; (8) Email; and (9) Phone No.

*A description of the premises is required where the address or Tax Map Key do not accurately and completely identify the location where the Device(s) will be available to the public.

Video Amusement Device Information: (1) Owner/Entity Name; (2) Number of Devices; and (3) Device Make, Device Model, and Device Serial Number for each Device.

The Application Form must be signed and dated. As many Application Form Continuation Pages may be used to list the Devices at a location and each continuation page must be signed and dated.

A complete Application Form can be submitted:

Certified Mail	Email
Narcotics Vice Division Attn: Gambling Detail 801 South Beretania St. Honolulu, Hawaii 96813	HPDVADPermit@honolulu.gov

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PERMIT ENFORCEMENT:

Any person issued a video amusement device permit under this article, or operator in which a permitted video amusement device is located must allow HPD to enter the location for the limited purposes of inspecting records, video amusement devices, and premises regulated under this article to ensure compliance with this article.

Any person issued a video amusement device permit shall supervise the use and operation of the Devices to prevent their use or operation for any purpose contrary to the provisions of this article or any other applicable city, State, or federal law or requirement.

The entire Permit must be visible in the same location as the Permitted Devices.

A person who has been issued a video amusement device permit or who is in control of a video amusement device may not display an expired permit.

PENALTIES:

HPD may issue a corrective warning to any operator to comply with all provisions of this article. HPD may suspend or revoke the Permit where cause exists that would otherwise be grounds for the denial of the permit, or an intentional or knowing violation by the permittee of any provision of this article has occurred.

Any person who violates intentionally or knowingly violates any provision of this article or any condition of a Permit at a location: (1) operating five (5) or fewer video amusement devices may be guilty of a violation; (2) operating nineteen (19) or fewer video amusement devices may be guilty of a petty misdemeanor; and (3) operating 20 or more video amusement devices will be guilty of a misdemeanor.

Property used in violation of this article shall be authorized to be seized and forfeited pursuant to HRS Chapter 712A.

QUESTIONS/CONTACT:

If you have any questions or problems regarding this process you may contact the Honolulu Police Department, Narcotics Vice Division at 808-723-3933 or HPDVADPermit@honolulu.gov

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APPLICATION FORM

Application Type: <input type="checkbox"/> New <input type="checkbox"/> Updated <input type="checkbox"/> Renewal of Permit No.: ____ - ____

APPLICANT INFORMATION			
Last:	First:	M. I.:	DOB:
Address:	City:	Zip:	
Email:	Phone No:	Cell No.:	Employer:

LOCATION INFORMATION		
Address:	City:	Zip:
Name of Location:	Tax Map Key:	Current Permit No.:
Description of Premises:		
Days/Hours of Operation:	Email:	Phone No:

APPLICANT SIGNATURE	
Signature:	Date:
By signing, I declare under penalty of law that the contents of this application are true and correct to the best of my knowledge and belief.	

FOR HPD USE ONLY			
Reviewing Officer:		ID No.:	Page No.: ____ / ____
<input type="checkbox"/> Approved	Permit No.:	Permit Suffix:	
<input type="checkbox"/> Denied	Reason for Denial:		
Signature:		Date:	

3. VIDEO AMUSEMENT DEVICE INFORMATION

Owner/Entity Name:

No. of Devices:	
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No.

Device Make:

Device Model:

Device Serial No.:

[illegible]

APPLICANT SIGNATURE

Signature:

Date:

By signing, I declare under penalty of law that the contents of this application are true and correct to the best of my knowledge and belief.

FOR HPD USE ONLY

Reviewing Officer:

ID No.:

Page No.:

_____ / _____