

How to fill out CS-L(MVR)5 — Application for Duplicate Motor Vehicle Certificate of Registration

Hawaii · written against CS-L(MVR)5 (03/2026), issued under City and County of Honolulu Department of Customer Services, Division of Motor Vehicles, on the signature of the registered owner of record alone

sellmycarhub.com
/forms/hawaii/csl-mvr-5-
duplicate-registration/

The certificate of registration is one of the three documents a Hawaii seller hands over, and it is the one that lives in the car and therefore the one that goes missing. Without it the buyer cannot complete the transfer - the county lists the last-issued certificate of registration among the documents they must bring - so a lost registration stops a sale as surely as a lost title does. This is the one-page cure, and unlike the duplicate title it is signed by the registered owner alone, with no lienholder in the way. Honolulu also says elsewhere that there is no cost to obtain a duplicate motor vehicle registration certificate.

This sheet is not the form. Download the blank CS-L(MVR)5 from the City and County of Honolulu Division of Motor Vehicle, Licensing and Permits at <https://www4.honolulu.gov/docushare/dsweb/Get/Document-325992/hi-mvr5.pdf> — always take the current revision from the agency rather than a copy. Print this and keep it beside you while you complete theirs.

Every line, in the order you meet it

1	YOU	Plate number and registration expiration	The two boxes on the first line. The expiry is the month and year printed on the certificate you have lost, which the county can confirm from its record if you cannot. Watch out: If the expiry has already passed, you are renewing rather than duplicating - and a transfer will not complete on an expired registration anyway.
2	YOU	Make and emblem number	Make on the left, and the emblem number - the sticker number - on the right. Watch out: The emblem is on the plate, not on the paperwork. Walk out to the car before you fill this line in.
3	YOU	Vehicle identification number	The full VIN across the middle of the sheet. Watch out: This is what lets the county find the record when the plate or the emblem has changed. Get it exactly right and the rest is recoverable.
4	YOU	Registered owner of record and address	The name and address the county holds. The address determines where the duplicate is posted. Watch out: Registration certificates and emblems are not forwardable by post. If you have moved, file the change of address before or alongside this.
5	YOU	Lost, stolen, mutilated or defaced	One of four boxes inside the certification sentence. Watch out: Mutilated or defaced means the old certificate has to come in with the form - the surrender instruction is in the panel beside the signature.
6	YOU	Signature of the registered owner	One line, one signer. Unlike the duplicate title, no lienholder is involved. Watch out: If two owners are on the record, the counter will want both - the county's practice on jointly held records is consistent across its forms.
7	YOU	Firm name and title, if the owner is a company	The last rule on the sheet, for the authorised person named on the company's letter of authorization. Watch out: A buy-only authorisation covers this one - it lets the named individual register and apply for replacement plates and emblems.

What gets this one rejected

- Holding on to a defaced or mutilated certificate. The panel beside the signature is the same as on the title form: it must be surrendered with this application.
- Guessing the emblem number. It is on the sticker; a wrong number is a mismatch against the county's own record.
- Filling it in for a title. The heading says certificate of registration, and the duplicate title is CS-L(MVR)10 - a separate sheet with a separate fee and a different signature rule.
- Applying while the registration itself has expired. A duplicate reprints what is on record; a lapsed registration needs renewing, and a transfer needs it current in any case.
- Sending it to the wrong address after a move. The county posts the duplicate to the address on file, and warns that registration certificates and emblems are not forwardable by USPS.

☒ Amber is what you write ☐ Grey is a block somebody else completes The completed example follows overleaf.



CITY AND COUNTY OF HONOLULU
DEPARTMENT OF CUSTOMER SERVICES • DIVISION OF MOTOR VEHICLES
 P.O. Box 30330, Honolulu, HI 96820-0330



APPLICATION FOR DUPLICATE

MOTOR VEHICLE CERTIFICATE OF REGISTRATION

OFFICE USE ONLY Application accepted and duplicate issued Date - Clerk
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TYPE OR PRINT IN INK - IMPROPERLY FILLED APPLICATION WILL NOT BE ACCEPTED.

1	License Plate Number: <u>KHM 274</u>	Registration Expiration: <u>11/2026</u>
	Make: <u>Honda</u>	Emblem Number: <u>4183067</u>
3	Vehicle Identification Number: <u>2HGRM4H57EH715204</u>	
4	Registered Owner of Record: <u>Malia K. Nakagawa</u>	
	Address: <u>2914 Kili Hau Place, Honolulu, HI 96819</u>	
	Number and Street	City Zip Code

5 The undersigned certifies that the Certificate of Registration for the above described vehicle has been ☒ **lost** ☐ **stolen** ☐ **mutilated** ☐ **defaced**, and hereby requests the issuance of a duplicate, which issuance shall void the original certificate.

DEFACED OR MUTILATED
 CERTIFICATE MUST BE
 SURRENDERED WITH
 THIS APPLICATION.

6	<u>Malia K. Nakagawa</u>
	Signature of Registered Owner or Record
7	<u></u>
	If firm, print name and title of authorization person