

**STATE OF HAWAII
DEPARTMENT OF TAXATION**



**General Information
and Scannable Specifications
for
Form N-288C (Rev. 2019)**

Contact Information

Hawaii Department of Taxation
Technical Section
Attn: Sharlene Tagami, Forms Coordinator
830 Punchbowl Street, Rm 126
Honolulu, Hawaii 96813

Telephone: (808) 587-1577
Fax: (808) 587-1584
E-mail: Tax.Technical.Section@hawaii.gov

**Contact Information for Mailing
Test Packages and Testing Inquiries**

Hawaii Department of Taxation
Attn: Document Processing — Quality
Assurance Test Team
830 Punchbowl Street, Rm 126
Honolulu, Hawaii 96813

Email: tax.dp.qa@hawaii.gov

Note: Reproduced forms must meet the requirements as established in this document and our current Forms Reproduction Policy.

FORM N-288C (Rev. 2019)

General Information and Scannable Specifications

This document provides software vendors with the requirements for reproducing Form N-288C. Form N-288C is designed for electronic scanning that permits faster processing with fewer errors. Software developers who reproduce, develop, or distribute Form N-288C must create the form so the variable data (specified fields containing

taxpayer information) are printed in a fixed format that can be read by the Department's IBML scanners.

Substitute scannable forms **MUST** meet the requirements as established in this document and our Forms Reproduction Policy, and be approved prior to release or distribution.

GENERAL INFORMATION

1. Substitute Form

- We highly recommend you use the Department's official Form N-288C PDF.
- If you do not use the Department's official PDF, the substitute form must match the Department's form in layout and appearance including **bold** and/or *italics* fonts as they appear on the official form.
- Lines of text in a paragraph must break at the same location as the official form.
- All forms and variable data must have a high standard of legibility for printing.
- Photocopies of the form must not be submitted to the Department for processing.
- Substitute forms must be proofread prior to submission.

2. Paper and Ink

- The paper size is 8.5 inches by 11 inches, the same size as the Department's original form. The paper weight must be at least 20 pound white bond and the page orientation is portrait.
- Black ink should be used in printing the text on the form and the variable data.

3. Fonts

- The form was designed using the following fonts:
 1. Helvetica
- The following fonts and sizes should be used for the form number and revision year located at the top left corner of the form:
 1. Form: 8 pt Helvetica bold
 2. N-288C: 18 pt Helvetica bold
 3. Rev. 2019: 8 pt Helvetica bold
- The following font and size should be used for the form number located at the bottom right corner of the form:
 1. Form N-288C (Rev. 2019): 10 pt Helvetica bold

4. Variable Data

- All variable data fields must utilize 10 pt Courier font.
- All variable data fields require exact placement.
- Print all alpha characters uppercase.
- Use a bold X (**X**) as a checkbox indicator. See exhibit for exact placement. The use of a checkmark is not acceptable.

5. Variable Data Delimiters

- Tax Year Ending must be printed with the dash (-) delimiters. For example:
MM-DD-YYYY
(2 digits for month, followed by a dash (-), followed by 2 digits for the day, followed by a dash (-), followed by 4 digits for the year ending)
- Seller's and Spouse's Social Security Number must be printed with dash (-) delimiters. For example:
123-45-6789
(3 digits, followed by a dash (-), followed by 2 digits, followed by a dash (-), followed by 4 digits)
- Seller's Federal Employer Identification Number must be printed with a dash (-) delimiter. For example:
12-1234567
(2 digits, followed by a dash (-), followed by 7 digits).
- Date of transfer must be printed with the dash (-) delimiters. For example:
MM-DD-YYYY
(2 digits for month, followed by a dash (-), followed by 2 digits for the day, followed by a dash (-), followed by 4 digits for the year ending)
- Tax map key number must be printed with dash (-) delimiters. For example:
9-9-9-999-999-9999
(1 digit, followed by a dash (-), followed by 1 digit, followed by a dash (-), followed by 1 digit, followed by a dash (-), followed by 3 digits, followed by a dash (-), followed by 3 digits, followed by a dash (-), followed by 4 digits)

6. Dollar Amounts

- Do not use commas as thousand separators.
- Do not use leading dollar signs.
- Amounts are right justified.
- Amounts must be rounded. Dollar and cent signs should not be used when the field is rounded to whole dollars.

7. Testing and Approval of the Scannable Form

- A minimum of 5 hardcopy test samples must be provided to ensure proper testing including 1 hardcopy test sample that contains all maximized

fields (one alpha "X" or numeric "9" character space with no leading or trailing spaces

- Test samples must be originals. Photocopies, fax submissions, etc. will not be accepted.
- Test samples must be populated with unique sample variable data showing different scenarios.
- It will require 1 to 2 weeks, upon receipt by the Department, to verify the accuracy of the submitted sample.
- Approval of the facsimile must be obtained from the Department **prior** to filing.
- Form N-288C (Rev. 2019) cannot be filed until 2020.

SCANNABLE SPECIFICATIONS

1. Layout

- Open space around variable data fields should be adhered to as much as possible except for the areas that do not require optical character recognition. Do not place any additional information in these areas.
- Computation worksheet at the bottom of page 2 is considered part of the form and must be submitted along with page 1.

2. Hawaii Vendor I.D. Number

- Print your 2-digit Hawaii Vendor I.D. Number following the "ID NO" label at the following positions:
 1. Page 1: The 2-digit Hawaii Vendor I.D. Number should begin at column 44, row 64.

3. QR Code

- A 2D QR code is specific to the form. The property of the 2D symbology QR code is measured in CM.
- Placement of the QR code is as follows (see exhibit for exact placement):
 1. Page 1: The left bottom corner of the QR code is at the beginning of column 6 and between rows 9 and 10.
- Height of the QR code is 0.5 inch.
- Length of the QR code is 0.5 inch.
- Narrow Module Size is set to 0.18.
- Margin is set to 0.18.
- Open space surrounding the QR code should be adhered to as much as possible.

- DO NOT stretch the QR code image.
- The required QR code for page 1 is:
N288C_T 2019A 01 VIDXX

The QR code includes the form number (N288C), an underscore, type of form (T), space, 4-digit form year (2019), 1-letter revision indicator (A), space, 2-digit page number (01), space, vendor I.D. label (VID), and your 2-digit Hawaii Vendor I.D. Number (XX). There are no hyphens.

- The human readable text for the QR code MUST be printed at the bottom of the page at column 6, row 64, utilizing 6 pt Helvetica font.
- Please do not print the outline around the human readable text and QR code. These were only used to show the placement of the human readable text and QR code.
- DO NOT use Windows Metafile (wmf). This format causes a very low read rate by the Department's IBML scanners.

4. Acetate Overlays

- Acetate overlays will assist in the exact data field placement. Verify your form samples with the overlays prior to submitting them for testing. If the samples do not match the overlays within 1/16 inch, do not submit them for approval as they will be rejected.
- Acetate overlays will be mailed to vendors who submitted a Letter of Intent to participate in the Forms Reproduction Program and who will be reproducing Form N-288C. If you did not receive the acetate overlays, please contact the Forms Coordinator.

FORM N-288C (REV. 2019)

STATE OF HAWAII—DEPARTMENT OF TAXATION APPLICATION FOR TENTATIVE REFUND OF WITHHOLDING ON DISPOSITIONS BY NONRESIDENT PERSONS OF HAWAII REAL PROPERTY INTERESTS

THIS SPACE FOR DATE RECEIVED STAMP

Place QR Code Here

For Tax Year Ending 12-12-1212

(NOTE: References to "married" and "spouse" are also references to "in a civil union" and "civil union partner," respectively.)

NOTE: DO NOT file this form unless you have received notification from the Department of Taxation that we have received your withholding payment.

Check only ONE box: [X] Individual [X] Corporation [X] Trust [X] Partnership [X] Estate

Personal information section including Name, Spouse's Name, Business Name, Mailing Address, City or Province, State, Postal/ZIP Code, and Country.

Description of Hawaii real property transaction section including Date of transfer, Tax map key number, and County.

Was the property used at anytime as a rental? Yes [X] No [] If yes, enter your Hawaii Tax I.D. Number: GE 123 - 456 - 7890 - 12 and indicate the start date and end date of the rental activity: (month, day, year) 12-12-12 to (month, day, year) 12-12-12

Table with 14 rows for tax calculations: 1. Enter the amount withheld on Form N-288A, 2. Sales price, 3. Purchase price of property, 4. Improvements, 5. Selling expenses, 6. Other, 7. Total Additions, 8. Depreciation, 9. Other, 10. Total Subtractions, 11. Adjusted basis of property, 12. Gain, 13. Tentative tax on the gain, 14. REFUND of amount withheld.

Please Sign Here

I hereby declare under penalties provided by section 231-36, HRS, that I have examined this application and accompanying attachments, and, to the best of my knowledge and belief, they are true, correct, and complete. Signature and Title fields for two individuals.

General Instructions

Purpose of Form

Use Form N-288C to apply for a refund of the amount withheld on dispositions by nonresident persons of Hawaii real property interests which is in excess of the transferor/seller's tax liability for the transaction. It is not mandatory to file Form N-288C. Form N-288C should be filed if the Hawaii income tax return (Form N-15, N-20, N-30, N-35, or N-40) for the year is not yet available. If available, the transferor/seller should file the appropriate tax return instead of filing Form N-288C. However, if the transferor/seller's tax year has not ended, the transferor/seller may file Form N-288C. Also, Form N-288C will be rejected if it is filed after the due date of the tax return.

IMPORTANT: if Form N-288C was filed, the transferor/seller must still file a Hawaii income tax return (Form N-15, N-20, N-30, N-35, or N-40) after the end of the taxable year, report the entire income for the year (from other sources as well as the transaction), and pay any additional tax due on the income or request a refund. You must file the same filing status on Forms N-288C and N-15.

Who May File an Application

The transferor/seller may file Form N-288C.

Where to Send Form N-288C

File Form N-288C with the Hawaii Department of Taxation (Department). See the front of the form for the mailing

address.

Specific Instructions

NOTE: Before you begin to fill in Form N-288C, you should review the notification you received from the Department that we received your withholding payment to make sure that the information is correct. If any information is not correct, please return a corrected copy of the notification to the Department.

At the top of Form N-288C, enter the taxable year ending of the transferor/seller.

If your mailing address has changed, you must notify the Department of the change by completing Form ITPS-COA, Change of Address Form. Failure to do so may delay any important notices or correspondence to you.

Enter the name, address, and identification number (social security number or federal employer I.D. number), if any, of the transferor/seller. The name and identification number entered MUST be the same as the name and identification number entered for the transferor/seller on Form N-288A, or as corrected on the copy of the notification you returned to the Department. If the transferor/seller was issued an individual taxpayer identification number (TIN) by the IRS, enter the ITIN.

CAUTION: You must provide a valid tax identification number in order for a tentative refund application to be processed. If you do not have one, you must file a State income tax return (e.g., Form N-15) in order to obtain a refund, which can be filed only after your taxable year has ended. Attach to Form N-288C a copy of the escrow closing documents or other documents substantiating the amount of State

income tax withheld, schedule of improvements with contracts, invoices, receipts, IRS Form 8824 for like-kind exchange, depreciation schedule and any other supporting documents. You must also report all other Hawaii sourced income and Hawaii tax withholdings, as well as any deductions or credits that you may have.

Enter the information describing the Hawaii real property transaction. In b, enter the address and description of the property. In c, enter the tax map key number. In d, enter the name of the county where the property is located.

Line 2. Enter the gross sales price. Attach a copy of your final sales statement.

Line 3. Enter the purchase price of the property. Attach a copy of your final purchase statement.

Line 4. Cost on improvements of the property, if any. Attach schedule.

Line 5. Selling expense (i.e. commissions, state transfer taxes, etc.).

Line 6. Other costs. Attach list and schedule.

Line 7. Add lines 4, 5 and 6.

Line 8. Depreciation. Attach schedule.

Line 9. Other subtractions. Attach list and schedule. Do not include any carryforward losses, net operating losses, suspended passive activity losses or IRC section 121 exclusion. These losses may be claimed on seller's Hawaii income tax return for the year of sale.

Line 10. Add lines 8 and 9.

Line 12. Line 2 minus line 11. If you are reporting the gain under the installment method, attach a separate sheet showing the principal payments received during the taxable year and the gross profit percentage. Multiply the amount of the principal payments by the gross profit percentage and enter the result on line 12.

Line 13. If you are a C corporation, multiply line 12 by 4% and enter the result on line 13. If you are a person other than a C corporation, you must use the tax rate schedules to the left to determine the amount to enter on line 13.

NOTE: These tax rates apply to long-term capital gains. For short-term capital gains, use the tax rates in the 2019 income tax booklets to determine the amount to enter on line 13.

For partnerships, S corporations, trusts, or estates, the gain on line 4 must be allocated among each partner or member, S corporation shareholder, or beneficiary of the trust or estate (member). Calculate the tax liability for each member. Enter the total tax liability of all members on line 13. Attach a schedule showing the name, identification number, and the amount of gain and tax liability allocated to each member. Also, show the computation of the tax liability for each member.

See publication 523 for more information.

Signature

Form N-288C must be signed by an individual, a responsible corporate officer, a member or general partner of a partnership, or a trustee, executor, or other fiduciary of a trust or estate or by an authorized agent with a power of attorney. If you file your income tax return as married filing a joint return, your spouse must also sign this form.

NOTE: Incomplete forms will be returned to the transferor/seller. Please fill out all items.

2020 Tax Rate Schedules

Schedule I

SINGLE INDIVIDUALS AND MARRIED INDIVIDUALS FILING SEPARATE RETURNS

Table with 2 columns: 'If the taxable income is:' and 'The tax shall be:'. Rows include income brackets from 'Not over \$2,400' to 'Over \$24,000' with corresponding tax calculations.

Schedule II

MARRIED INDIVIDUALS FILING JOINT RETURNS AND CERTAIN WIDOWS AND WIDOWERS

Table with 2 columns: 'If the taxable income is:' and 'The tax shall be:'. Rows include income brackets from 'Not over \$4,800' to 'Over \$48,000' with corresponding tax calculations.

Schedule III

HEAD OF HOUSEHOLD

Table with 2 columns: 'If the taxable income is:' and 'The tax shall be:'. Rows include income brackets from 'Not over \$3,600' to 'Over \$36,000' with corresponding tax calculations.

MAILING ADDRESS

HAWAII DEPARTMENT OF TAXATION
P. O. BOX 1530
HONOLULU, HAWAII 96806-1530

STATE OF HAWAII—DEPARTMENT OF TAXATION
**APPLICATION FOR TENTATIVE REFUND OF WITHHOLDING
ON DISPOSITIONS BY NONRESIDENT PERSONS OF HAWAII
REAL PROPERTY INTERESTS**

THIS SPACE FOR DATE RECEIVED STAMP

Place
QR Code
Here

For Tax Year Ending 12-12-1212

(NOTE: References to "married" and "spouse" are also references to "in a civil union" and "civil union partner," respectively.)

NOTE: DO NOT file this form unless you have received notification from the Department of Taxation that we have received your withholding payment.

Check only ONE box: Individual Corporation Trust Partnership Estate

Name NAME XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Last Name LAST NAME XXXXXXXXXXXXXXX	Suffix JR	Your Social Security Number 123-45-6789
Spouse's Name SPOUSE NAME XXXXXXXXXXXXXXXXXXXXXXXX	Spouse's Last Name SPOUSE LAST NAME XXXXX	Suffix JR	Spouse's Social Security Number 123-45-6789
Name (Corporation, Partnership, Trust, or Estate) BUSINESS NAME XXXXXXXXXXXXXXXXXXXXXXXX			Federal Employer I.D. No. 12-3456789
Trade Name/Doing Business As (DBA) Name or C/O DOING BUSINESS AS NAME XXXXXXXXXXXXXXXX			Daytime Phone No. (123)456-7890
Mailing Address (number and street) MAILING ADDRESS XXXXXXXXXXXXXXXXXXXXXXXX			
City or Province CITY XXXXXXXXXXXXXXXX	State XX	Postal/ZIP Code 12345	Country COUNTRY XXXXXXXXXXXXXXXX

Description of Hawaii real property transaction: 12-12-1212

a. Date of transfer (mm-dd-yyyy) 12-12-1212

c. Tax map key number 9-9-9-999-999-9999

d. County where property is located COUNTY XXXXXXXXXXXXXXXX

b. Location and general description of property

LOCATION AND DESCRIPTION OF PROPERTY

LOCATION AND DESCRIPTION OF PROPERTY

LOCATION AND DESCRIPTION OF PROPERTY

Was the property used at anytime as a rental? Yes No If yes, enter your Hawaii Tax I.D. Number: GE 123 - 456 - 7890 - 12 and indicate the start date and end date of the rental activity: (month, day, year) 12-12-12 to (month, day, year) 12-12-12

1. Enter the amount withheld on Form N-288A. (Attach a copy of Form N-288A)	1 •	99999999999999
2. Sales price (Attach final sales statement)	2	99999999999999
3. Purchase price of property (Attach final purchase statement)	3	99999999999999
4. Improvements (Attach schedule)	4	99999999999999
5. Selling expenses	5	99999999999999
6. Other (Attach list and schedule)	6	99999999999999
7. Total Additions — Add lines 4 thru 6.	7	99999999999999
8. Depreciation (Attach schedule)	8	99999999999999
9. Other (Attach list and schedule)	9	99999999999999
10. Total Subtractions — Add lines 8 and 9.	10	99999999999999
11. Adjusted basis of property. (Line 3 plus line 7, minus line 10)	11	99999999999999
12. Gain. Line 2 minus line 11 (See Instructions for installment sales)	12	99999999999999
13. Enter the tentative tax on the gain (See Instructions)	13 •	99999999999999
14. REFUND of amount withheld. Line 1 minus line 13. (This line MUST be filled in.)	14 •	99999999999999

Please Sign Here

I hereby declare under penalties provided by section 231-36, HRS, that I have examined this application and accompanying attachments, and, to the best of my knowledge and belief, they are true, correct, and complete.

• _____ TITLE XXXXXXXXXXXXXXXX 12-12-12
Signature Title (if applicable) Date

• _____ TITLE XXXXXXXXXXXXXXXX 12-12-12
Signature Title (if applicable) Date

General Instructions

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CAUTION: You must provide a valid tax identification number in order for a tentative refund application to be processed. If you do not have one, you must file a State income tax return (e.g., Form N-15) in order to obtain a refund, which can be filed only after your taxable year has ended. Attach to Form N-288C a copy of the escrow closing documents or other documents substantiating the amount of State

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See publication 523 for more information.

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NOTE: Incomplete forms will be returned to the transferor/seller. Please fill out all items.

2020 Tax Rate Schedules

Schedule I

SINGLE INDIVIDUALS AND MARRIED INDIVIDUALS FILING SEPARATE RETURNS

If the taxable income is:	The tax shall be:
Not over \$2,400	1.40% of taxable income
Over \$2,400 but not over \$4,800	\$34.00 plus 3.20% over \$2,400
Over \$4,800 but not over \$9,600	\$110.00 plus 5.50% over \$4,800
Over \$9,600 but not over \$14,400	\$374.00 plus 6.40% over \$9,600
Over \$14,400 but not over \$19,200	\$682.00 plus 6.80% over \$14,400
Over \$19,200 but not over \$24,000	\$1,008.00 plus 7.20% over \$19,200
Over \$24,000	\$1,354.00 plus 7.25% over \$24,000

Schedule II

MARRIED INDIVIDUALS FILING JOINT RETURNS AND CERTAIN WIDOWS AND WIDOWERS

If the taxable income is:	The tax shall be:
Not over \$4,800	1.40% of taxable income
Over \$4,800 but not over \$9,600	\$67.00 plus 3.20% over \$4,800
Over \$9,600 but not over \$19,200	\$221.00 plus 5.50% over \$9,600
Over \$19,200 but not over \$28,800	\$749.00 plus 6.40% over \$19,200
Over \$28,800 but not over \$38,400	\$1,363.00 plus 6.80% over \$28,800
Over \$38,400 but not over \$48,000	\$2,016.00 plus 7.20% over \$38,400
Over \$48,000	\$2,707.00 plus 7.25% over \$48,000

Schedule III

HEAD OF HOUSEHOLD

If the taxable income is:	The tax shall be:
Not over \$3,600	1.40% of taxable income
Over \$3,600 but not over \$7,200	\$50.00 plus 3.20% over \$3,600
Over \$7,200 but not over \$14,400	\$166.00 plus 5.50% over \$7,200
Over \$14,400 but not over \$21,600	\$562.00 plus 6.40% over \$14,400
Over \$21,600 but not over \$28,800	\$1,022.00 plus 6.80% over \$21,600
Over \$28,800 but not over \$36,000	\$1,512.00 plus 7.20% over \$28,800
Over \$36,000	\$2,030.00 plus 7.25% over \$36,000

MAILING ADDRESS

HAWAII DEPARTMENT OF TAXATION
P. O. BOX 1530
HONOLULU, HAWAII 96806-1530