CHANGES YOU SHOULD NOTE
The mailing address for the general excise/use tax payments has changed. Mail only the general excise/use tax payments to P.O. Box 1730, Honolulu, HI 96806-1730.

INTERNET FILING
Form VP-1 can be filed and payment made electronically through the State's Internet portal. For more information, go to tax.hawaii.gov/eservices/.

PURPOSE OF FORM
Use this form if you are submitting Form BB-1 or BB-1X, or when you send a payment to the Department of Taxation for your general excise/use, employer's withholding, transient accommodations, and rental motor vehicle, tour vehicle & car-sharing vehicle surcharge taxes. Using Form VP-1 allows us to process your payment accurately and efficiently.

HOW TO COMPLETE FORM
1) Print your name in the space provided.
2) Enter the last 4 digits of your FEIN or SSN in the space provided.
3) Check the appropriate "Tax Type" box.
4) Check the appropriate "Filing Type" box and fill in the period or year in the space provided.
5) Print your Hawaii Tax I.D. No. and the amount of your payment in the space provided. If you are applying for a new number, please leave this area blank.
6) Make your check or money order payable in U.S. dollars to the "Hawaii State Tax Collector". Make sure your name, tax type, filing period, and Hawaii Tax I.D. No. appear on your check or money order. Do not postdate your check. Do not send cash.

WHERE TO FILE
Detach Form VP-1 along the dotted line. If you are filing Form BB-1 or BB-1X, attach your payment and Form VP-1 to the front of your form and send it to the Forms BB-1 and BB-1X mailing address noted below. If you are making a tax payment, send the Form VP-1 and your payment to the mailing address noted below for the type of tax you are paying. The mailing addresses are as follows:

GENERAL EXCISE/USE TAX
HAWAII DEPARTMENT OF TAXATION
P.O. BOX 1730
HONOLULU, HI 96806-1730

WITHHOLDING TAX
HAWAII DEPARTMENT OF TAXATION
P.O. BOX 3827
HONOLULU, HI 96812-3827

TRANSIENT ACCOMMODATIONS TAX AND RENTAL MOTOR VEHICLE, TOUR VEHICLE & CAR-SHARING VEHICLE SURCHARGE TAX
HAWAII DEPARTMENT OF TAXATION
P.O. BOX 2430
HONOLULU, HI 96804-2430

FORMS BB-1 and BB-1X
HAWAII DEPARTMENT OF TAXATION
P.O. BOX 1425
HONOLULU, HI 96806-1425