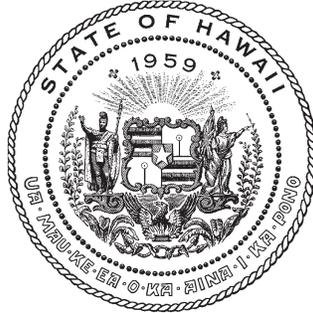


**STATE OF HAWAII
DEPARTMENT OF TAXATION**



**General Information
and Key From Image Specifications
for
Schedule P (Form N-30) (Rev. 2008)**

Contact Information

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

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E-mail: Tax.Technical.Section@hawaii.gov

**Hawaii Software Vendor Website
Address:**

www.hawaii.gov/tax/vendor/vendor.htm

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

Schedule P (Form N-30) (Rev. 2008)

General Information and Key From Image Specifications

This document provides software vendors with the requirements for reproducing Schedule P (Form N-30). Schedule P (Form N-30) requires manually keying data from the image or KFI. A 1D barcode must be present on each page of the form.

The form must be an exact replica of the official version of the form with respect to layout, data dots, shading and content.

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

GENERAL INFORMATION

1. Substitute Form

- Photocopies of the form must not be submitted to the Department for processing. This will distort the 1D barcode.

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. Testing and Approval of the KFI Form

- A review of the form will be done based on processing specifications. It is assumed that there

are no spelling errors, incorrect or missing words, missing lines, etc.

- 1 test sample is required to be submitted for testing of the barcodes and must be an original. Photocopies, fax submissions, etc. will not be accepted.
- 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.

KEY FROM IMAGE (KFI) SPECIFICATIONS

1. Layout

- The form must be an exact replica of the official Schedule P (Form N-30) with respect to layout, data dots, shading, and content.

2. Hawaii Vendor I.D. Number

- Print your 2-digit Hawaii Vendor I.D. Number preceded with "ID NO" label at top middle of the form for each page. Exact placement is not required.
- See Appendix A for your Hawaii Vendor I.D. Number. If your company is not listed, please contact the Forms Coordinator.

4. Barcode

- A 1-D barcode is specific to the form. The property of the 1-D symbology barcode uses 3 of 9 (Code 39).
- Placement of the barcode is as follows:
Page 1:
1-5/16 inch from top edge of form and 1/2 inch from left edge of form
- Height of the barcode is .5 inch.

- Length of the barcode is approximately 2 inches.
- Density of narrow bar width is set to 20 mils with resolution set to 300 dpi.
- Narrow to Wide Ratio is set to 2.
- A ¼ inch minimum clearance (blank space) must surround the barcode with the exception of the text required to be printed underneath the barcode.
- DO NOT stretch the barcode image.
- The required barcode is CFT081 for page 1:



CFT081

The barcode includes the form number code (CF), type of form (T), form year (08), and page number (1) or (2). There are no hyphens.

- Use of the Department of Taxation's JPEG file of the barcode is preferable. The JPEG files can be found at our software vendor website.
- DO NOT use Windows Metafile Format (wmf). This format causes a very low read rate by the Department's IBML scanners.

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Appendix A
HAWAII VENDOR I.D. NUMBER

| Company | HI Vendor I.D. No. |
|----------------------------------|--------------------|
| 2nd Story Software, Inc. | 90 |
| Aatrix Software, Inc. | 11 |
| AccountantsWorld | 18 |
| ACOM Solutions, Inc. | 34 |
| ADP Taxware | 33 |
| ADP, Inc. | 21 |
| Advanced Micro Solutions | 29 |
| Advantage Payroll | 28 |
| AME Software Products, Inc. | 36 |
| ATX II, LLC | 10 |
| Business Software, Inc. | 22 |
| CBIZ – Century Business Services | 26 |
| CCH Incorporated (CA) | 16 |
| CCH Incorporated (IL) | 17 |
| CCH Incorporated (KS) | 15 |
| Ceridian | 27 |
| Condominium Rentals Hawaii | 32 |
| CORPTax, LLC | 25 |
| CS Professional Suite | 20 |
| Data Technology Group | 24 |
| Destination Resorts Hawaii | 39 |
| Drake Software | 30 |
| H&R Block | 40 |
| H&R Block Digital Tax Solutions | 19 |
| IntelliTax | 58 |
| Intuit | 50 |
| iSystems LLC | 38 |

| Company | HI Vendor I.D. No. |
|---|--------------------|
| Jackson Hewitt Tax Service | 55 |
| Liberty Tax Service | 54 |
| MasterTax | 57 |
| Nelco | 56 |
| Oishi Property Management | 64 |
| On-Line Taxes, Inc. | 68 |
| Pacific Data Services, Inc. | 63 |
| Paychex, Inc. | 62 |
| Payroll Tax People LLC | 61 |
| Petz Enterprises, Inc. | 59 |
| PrimePay, Inc. | 67 |
| Rhodes Computer Services, Inc. | 60 |
| Sage Software | 23 |
| STF Services Corporation | 70 |
| Tax\$imple, Inc. | 74 |
| TaxSation, Inc. | 71 |
| Taxware Systems Inc. | 73 |
| TaxWorks LLC | 75 |
| Thomson Tax & Accounting | 65 |
| TriTech Software Development | 77 |
| Trust Tax Services of America (TTSOA) | 78 |
| Universal Tax Systems, Inc. | 79 |
| Vertex Inc. – Sarasota | 80 |
| Wal-Mart Stores, Inc., Financial Support Division | 85 |
| Wolters Kluwer North America Shared Services (IL) | 89 |
| WSN Systems Corporation | 37 |

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SCHEDULE P
FORM N-30
(REV. 2008)

1-5/16 inch from the top edge of the form

STATE OF HAWAII — DEPARTMENT OF TAXATION

APPORTIONMENT FORMULA

See separate instructions before completing this Schedule P.

ATTACHMENT TO FORM N-30

This schedule must be completed and filed with Hawaii Corporation Income Tax Return (Form N-30), by every corporation engaged in a business within and without Hawaii. Attach a worksheet showing the requested information for each member of a combined unitary group.

Exact corporate title _____ Income year ended _____

1/2 inch from the left edge of the form

| | TOTAL WITHIN AND WITHOUT HAWAII (a) <small>(Omit cents)</small> | TOTAL WITHIN HAWAII (b) <small>(Omit cents)</small> | PERCENT WITHIN HAWAII* (b) ÷ (a) |
|---|---|---|-------------------------------------|
| 1. PROPERTY FACTOR: | | | |
| Inventory..... | | | |
| Buildings..... | | | |
| Machinery and equipment..... | | | |
| Furniture and equipment..... | | | |
| Delivery equipment..... | | | |
| Land..... | | | |
| Leasehold interests (Net Annual Rent x 8)..... | | | |
| Rented properties (Net Annual Rent x 8)..... | | | |
| Leasehold improvements..... | | | |
| Other tangible assets (Attach schedule)..... | | | |
| TOTAL PROPERTY VALUES..... | 1(a)• | 1(b)• | % |
| 2. PAYROLL FACTOR: | | | |
| Wages, salaries, commissions and other compensation of employees included in: | | | |
| Cost of goods sold (Compensation only)..... | | | |
| Cost of operations (Compensation only)..... | | | |
| Compensations of officers..... | | | |
| Salesmen's salaries..... | | | |
| Salesmen's commissions..... | | | |
| Other salaries and wages..... | | | |
| Repairs (Compensation only)..... | | | |
| Other deductions (Compensation only)..... | | | |
| TOTAL PAYROLL VALUES..... | 2(a)• | 2(b)• | % |
| 3. SALES FACTOR: | | | |
| Sales delivered or shipped to purchasers in Hawaii | | | |
| a. From outside Hawaii..... | | | |
| b. From within Hawaii..... | | | |
| Sales shipped from Hawaii to the U.S. Gov't..... | | | |
| Sales delivered or shipped to purchasers outside Hawaii..... | | | |
| GROSS SALES, LESS RETURNS AND ALLOWANCES..... | 3(a)• | 3(b)• | % |
| 4. Total percent (sum of the percentages above)..... | | | % |
| 5. Average percent (1/3 of line 4). Enter here and on Schedule O, line 24..... | | | % |

*Compute all percentages to 5 decimal places (.00000%)