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TAX YEAR  
2024  
BUSINESS  
MODERNIZED  
E-FILE

STATE OF HAWAII  
DEPARTMENT OF TAXATION  
SOFTWARE PROVIDERS  
AND  
TRANSMITTERS  
HANDBOOK



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# TABLE OF CONTENTS

- Section 1: Introduction .....2
- Section 2: Changes to Note for Tax Year 2024 .....2
- Section 3: Contact Information .....2
  - 3.1 Testing inquires .....2
  - 3.2 Production Inquiries .....2
  - 3.3 Contact Hours and Holidays .....2
- Section 4: Acceptance And Participation .....3
  - 4.1 Software Providers .....3
  - 4.2 Direct transmitters .....4
- Section 5: Responsibilities .....4
  - 5.1. Integrity .....4
  - 5.2. Compliance .....4
  - 5.3. Accuracy .....4
  - 5.4. Timeliness of Filing .....4
  - 5.5 Software Acceptance, Testing and Approval.....5
  - 5.6 Testing Period.....5
  - 5.7 Procedures for Testing .....5
  - 5.8 Independent Testing.....6
- Section 6: Acknowledgement System .....6
- Section 7: General Information .....6
  - 7.1 MeF Forms and Supported Documents .....6
    - 7.1.1. Corporation Income tax.....6
    - 7.1.2. S-Corporation Income tax .....7
    - 7.1.3. Partnership Forms .....9
    - 7.1.4. Fiduciary Forms ..... 10
    - 7.1.5. IRS Forms ..... 11
  - 7.2. Signature Requirements.....11
  - 7.3. Payment Methods .....12
  - 7.4. Types of Filings Accepted .....12
  - 7.5. Decimal Places for Ratios .....12
  - 7.6. Edits and Verifications .....12
  - 7.7. General Exclusions from Corporate, Partnership, and Fiduciary Electronic Filing .....12
- Section 8: Schemas and Transmission Specifications..... 12
- Section 9: Handbook Updates ..... 12



## SECTION 1: INTRODUCTION

The State of Hawaii, Department of Taxation (DOTAX), in conjunction with the Internal Revenue Service (IRS), accepts state Corporate, Partnership and Estate/Trust/Fiduciary Income Tax returns and corresponding forms and schedules using the Modernized E-File (MeF) system. DOTAX supports "linked" and "unlinked" submissions.

The current schema package approved for production is: **HIBusiness2024V1.0**.

To participate in the Hawaii MeF Program, software developers must adhere to the guidance in this handbook. All IRS requirements must also be met to participate in the Hawaii MeF program. However, this handbook does not represent the requirements and procedures issued by the IRS. For more information and technical guidance refer to the IRS MeF User Guides and Publications at [www.irs.gov](http://www.irs.gov).

For more details regarding the preparation of Hawaii business income tax returns, including forms, schedules and instructions refer to our DOTAX website at [tax.hawaii.gov](http://tax.hawaii.gov) or FTA State Exchange System (SES).

## SECTION 2: CHANGES TO NOTE FOR TAX YEAR 2024

- Hawaii conforms the income tax laws to the Internal Revenue Code of 1986, as amended as of December 31, 2023, and applies to taxable years beginning after December 31, 2023. (Act 75, SLH 2024)
- The Pass-Through Entity (PTE) tax credit has been amended for taxable years beginning after December 31, 2023. The PTE tax credit allows partnerships and S corporations to annually elect to pay Hawaii income tax at the entity level. Qualified members of an electing PTE may claim a nonrefundable income tax credit for their pro rata share of PTE taxes paid by the entity and any excess of the credit over liability may be used as a credit against the member's net income tax liability in subsequent years until exhausted. (Act 50, SLH 2024)
- The tax credit for research activities has been amended by (1) repealing the provision that made references to the base amount in the Internal Revenue Code inapplicable to the tax credit for research activities and allowed the credits for all qualified research expenses to be taken without regard to previous years' expenses; (2) narrowing the qualifying criteria for the credit to applicants who are small business registered in the State; and (3) extending the sunset date of the credit to December 31, 2029. Effective for taxable years beginning after December 31, 2023. (Act 139, SLH 2024)

## SECTION 3: CONTACT INFORMATION

### 3.1 TESTING INQUIRES

Assurance Testing System (ATS) support begins from November until January 31st of each year. Contact the Business MeF Testing Group at [tax.bus.mef.test@hawaii.gov](mailto:tax.bus.mef.test@hawaii.gov)

### 3.2 PRODUCTION INQUIRIES

Production support begins from the MeF live date until the IRS production shutdown date (November of each year). Send inquiries to [tax.efile@hawaii.gov](mailto:tax.efile@hawaii.gov)

### 3.3 CONTACT HOURS AND HOLIDAYS

Our contact hours are Monday through Friday, 8:00 a.m. to 4:00 p.m. Hawaii Standard Time.



Our office will be closed on weekends and on all State of Hawaii holidays. Holidays which fall on Saturdays are observed on the preceding Friday; holidays which fall on Sundays are observed on the following Monday.

Hawaii State Holidays	
New Year's Day	The first day in January
Dr. Martin Luther King, Jr. Day	The third Monday in January
Presidents' Day	The third Monday in February
Prince Jonah Kuhio Kalaniana'ole Day	The twenty-sixth day in March
Good Friday	The Friday preceding Easter Sunday
Memorial Day	The last Monday in May
King Kamehameha Day	The eleventh day in June
Independence Day	The fourth day in July
Statehood Day	The third Friday in August
Labor Day	The first Monday in September
General Election Day	The first Tuesday in Nov. following the first Monday of even numbered years
Veterans' Day	The eleventh day in November
Thanksgiving	The fourth Thursday in November
Christmas	The twenty-fifth day in December

## SECTION 4: ACCEPTANCE AND PARTICIPATION

In order to participate in the Hawaii MeF program, each year software providers and direct transmitters must provide the information requested below. Otherwise, any submitted test returns will be automatically rejected.

### 4.1 SOFTWARE PROVIDERS

In addition to your submission of the National letter of intent, DOTAX requires the submission of the Hawaii State Letter of Intent (LOI) to participate in its MeF Program (Form EF-87). The Hawaii LOI is available on the DOTAX website at [tax.hawaii.gov](http://tax.hawaii.gov).

Software providers that do not submit the 2024 Hawaii LOI by **October 31, 2024**, will not be approved for Hawaii ATS for tax year 2024.

Please e-mail DOTAX at [tax.efile.test@hawaii.gov](mailto:tax.efile.test@hawaii.gov) and attach a completed Form EF-87 for each supported product / test ETIN; please include your test ETIN in the subject of the e-mail. Upon receipt and approval of your Hawaii LOI submission, DOTAX will grant you access to the Hawaii Business schemas, business rules and test packages posted on the Federation of Tax Administrators (FTA) State Exchange System (SES), and inform you when you may begin sending submissions for ATS. Do not transmit any test returns until you receive a confirmation e-mail from DOTAX that testing can begin; otherwise they will be rejected.

Live returns will not be accepted until the software provider has passed all ATS scenarios and DOTAX provides confirmation that testing is completed. DOTAX reserves the right to deny a request to participate in Hawaii's MeF program (Form EF-87). Live returns submitted prior to the completion of ATS will be rejected.



## 4.2 DIRECT TRANSMITTERS

Direct transmitters must use an approved third party software product, please e-mail the following information to [tax.efile@hawaii.gov](mailto:tax.efile@hawaii.gov), and include the "Direct Transmitter Info" in the subject of the e-mail. Please do not transmit any returns until you receive a confirmation e-mail from DOTAX that your set-up is completed, otherwise submissions will be rejected.

1. Direct transmitter's company name and address
2. Direct transmitter's contact name
3. Direct transmitter's contact number
4. Direct transmitter's ETIN
5. Approved software product name
6. Approved software ID

## SECTION 5: RESPONSIBILITIES

Developers, Transmitters, and Electronic Return Originators (ERO) must abide by the terms in this handbook and maintain a high degree of integrity, compliance, and accuracy to remain in the Hawaii MeF Program.

### 5.1. INTEGRITY

Responsible for verifying that the DOTAX return has been properly prepared, validated by the IRS, and received by DOTAX. Must ensure that the DOTAX acknowledgements are received.

DOTAX strongly recommends that developers provide the data requested in the authentication header.

### 5.2. COMPLIANCE

All requirements and specifications in the IRS Modernized e-File (MeF) User Guides, Publications, and the DOTAX MeF Handbook must be met.

Unauthorized access, possession or disclosure of confidential taxpayer information can result in severe Federal and Hawaii criminal and civil penalties in accordance with sections 231, 235, 237, 237D, 487N and 708-839.55, Hawaii Revised Statutes (HRS).

### 5.3. ACCURACY

Provide a complete and accurate copy of the return to the taxpayer according to the guidelines set by the IRS.

### 5.4. TIMELINESS OF FILING

Must ensure electronic returns are filed in a timely manner. The date of transmission will be the filing date for accepted DOTAX returns. If the due date falls on a Saturday, Sunday, or legal holiday, substitute the next regular work day.

- Returns are due on or before the 20<sup>th</sup> day of the 4<sup>th</sup> month following the close of the taxable year.
- Taxpayers have an automatic six-month extension of time to file a tax return without filing an application for an extension. This extension does not include an extension of time to pay and any extension will be invalidated if the properly estimated tax liability is not paid by the prescribed due date of the return. File Form N-201V to make a payment. Form N-201V may be filed and payment made electronically at [hitax.hawaii.gov](http://hitax.hawaii.gov).



## 5.5 SOFTWARE ACCEPTANCE, TESTING AND APPROVAL

The Hawaii Test Packages for Business MeF are available on FTA SES.

### N-30 Test Package (Pub. EF-11)

- Four test scenarios are required for software that supports Form N-30 (excluding any forms and schedules not supported by your product).

### N-35 Test Package (Pub. EF-11)

- Four test scenarios are required for software that supports Form N-35 (excluding any forms and schedules not supported by your product).

### N-20 Test Package (Pub. EF-15)

- Four test scenarios are required for software that supports Form N-20 (excluding any forms and schedules not supported by your product).

### N-40 Test Package (Pub. EF-16)

- Four test scenarios are required for software that supports Form N-40 (excluding any forms and schedules not supported by your product).

## 5.6 TESTING PERIOD

2023 ATS begins on – IRS ATS open date (*subject to change*)

## 5.7 PROCEDURES FOR TESTING

The Business Mef Testing Group will notify software providers by e-mail when their testing can begin.

To make a request for ATS verification, e-mail the following to [tax.bus.mef.test@hawaii.gov](mailto:tax.bus.mef.test@hawaii.gov):

1. **Your test ETIN (*include in subject line*)**
2. **Date of submission**
3. **Number of submissions**
4. **Submission ID(s) (*must be in plain text format*)**

Note: Transmissions with a rejected status cannot be verified for ATS. Ensure that your transmissions have an accepted submission status before sending the e-mail.

### Pass/Fail testing

1. DOTAX will verify test scenarios in a timely manner: November through January usually **within 5 to 7 business days of receipt**.
2. ATS must be completed by **January 31, 2025** to participate in the Hawaii MeF Program.
3. An "Accepted" acknowledgement means that your submission has been validated against DOTAX's schemas and business rules, and accepted for processing. However, the submission must still be checked against the test scenarios. DOTAX will inform you by email with the status of the test results.
  - **PASS** – The test scenario(s) was received and passed the testing process. No further action is required for that test scenario.
  - **FAIL** – The test scenario(s) was received but failed the testing process. Please make the necessary corrections and resubmit the failed test scenario(s) only.
4. DOTAX reserves the right to require the software providers to re-test their products at DOTAX's discretion.



### 5.8 INDEPENDENT TESTING

After passing ATS with DOTAX, software providers may conduct independent testing using their own data. Please use the same taxpayer entity information (i.e. names and FEIN numbers) provided in the test scenarios. The independent test submissions are not verified by the Business MeF Testing Group. Any inquiries regarding independent test results should be sent via e-mail. Please include your test ETIN in the subject of the e-mail.

## SECTION 6: ACKNOWLEDGEMENT SYSTEM

1. All data transmitted through the MeF system must be in accordance with the DOTAX schemas and business rules documents, which are released via e-mail.
2. Upon receiving the submission, DOTAX will generate a receipt to the IRS. After processing the submission, DOTAX will send an acknowledgement of acceptance or rejection within two business days.
3. For linked submissions DOTAX will generate a separate acknowledgment from the IRS acknowledgment. Receiving an IRS acknowledgment does not mean that DOTAX acknowledges receipt of the state income tax return.
4. Allow at least three business days from the received date before contacting the Electronic Processing Section for inquiries regarding the status of the submission. Please provide the following information:
  - a. Corporation Name
  - b. Corporation FEIN
  - c. Transmission Date
  - d. Submission ID
5. Once MeF is live, software providers must be available to correct any software errors that may arise, and work with DOTAX to follow up on any processing issues. Any new release of software must be done in a timely manner, with proper notification to all customers.
6. DOTAX reserves the right to reject submissions and to require retesting of product(s) at DOTAX's discretion.

## SECTION 7: GENERAL INFORMATION

### 7.1 ME F FORMS AND SUPPORTED DOCUMENTS

#### 7.1.1. CORPORATION INCOME TAX

- Forms

XML Doc. Name	Description
FormN30	Form N-30: Corporation Income Tax Return

- Schedules

XML Doc. Name	Description
SchCR	Schedule CR: Schedule of Tax Credits
FormN30SchO	Schedule O, N-30: Allocation and Apportionment Of Income
FormN30SchP	Schedule P, N-30: Apportionment Formula



- **Binary Attachments**

A separate binary attachment must also be included in the submission, when required by the business rules. The binary attachment must begin with the file name listed below.

<b>File Name begins with</b>	<b>Description</b>
FormN163	Fuel Tax Credit for Commercial Fishers
FormN220	Underpayment of Estimated Tax
FormN312	Capital Goods Excise Tax Credit
FormN323	Carryover of Tax Credit
FormN325	Historic Preservation Income Tax Credit
FormN330	School Repair and Maintenance Tax Credit
FormN338	Recapture of the Tax Credit for Flood Victims
FormN340	Motion Picture, Digital Media, and Film Production Tax Credit
FormN342	Renewable Energy Technologies Income Tax Credit (For Systems Installed and Placed in Service on or After July 1, 2009)
FormN342A	Information Statement Concerning Renewable Energy Technologies Income Tax Credit (For Systems Installed and Placed in Service on or After July 1, 2009)
FormN342B	Composite Schedule for Form N-342A
FormN342C	Composite Schedule for Form N-342
FormN344	Important Agricultural Land Qualified Agricultural Cost Tax Credit
FormN346	Tax Credit for Research Activities
FormN346A	Certified Statement of Research and Development Costs Incurred By a Qualified High Technology Business (QHTB) and Claim of the Tax Credit for Research Activities
FormN348	Capital Infrastructure Tax Credit
FormN360	Renewable Fuels Production Tax Credit (For Tax Years Beginning After 12/31/2021)
FormN586	Tax Credit for Low-Income Housing
FormN756	Enterprise Zone Tax Credit
FormN884	Credit for Employment of Vocational Rehabilitation Referrals
CombinedReturnList	Combined Return List and Worksheet
DBEDTCertificate	RFPTC – Credit Certification
HSEOCertificate	RFPTC – Credit Certification
ScheduleD	Capital Gains and Losses
ScheduleD1	Sale of Business Property
ScheduleAMD	Explanation of Changes on Amended Return
FederalREIT	Real Estate Investment Trusts supporting documentation
OtherAttachments	For attachments not supported by a specific binary attachment filename listed above.

### 7.1.2. S-CORPORATION INCOME TAX

- **Forms**

<b>XML Doc. Name</b>	<b>Description</b>
FormN35	Form N-35: S-Corporation Income Tax Return





SchPTE	Schedule PTE: Pass-through Entity Tax Calculation
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- **Binary Attachments**

A separate binary attachment must also be included in the submission, when required by the business rules. The binary attachment must begin with the file name listed below.

<b>File Name begins with</b>	<b>Description</b>
FormN4	Statement of Withholding for Nonresident Shareholders
FormN163	Fuel Tax Credit for Commercial Fishers
FormN220	Underpayment of Estimated Tax
FormN312	Capital Goods Excise Tax Credit
FormN325	Historic Preservation Income Tax Credit
FormN330	School Repair and Maintenance Tax Credit
FormN338	Recapture of the Tax Credit for Flood Victims
FormN340	Motion Picture, Digital Media, and Film Production Tax Credit
FormN342	Renewable Energy Technologies Income Tax Credit (For Systems Installed and Placed in Service on or After July 1, 2009)
FormN342A	Information Statement Concerning Renewable Energy
FormN342B	Composite Schedule for Form N-342A
FormN342C	Composite Schedule for Form N-342
FormN344	Important Agricultural Land Qualified Agricultural Cost Tax Credit
FormN346	Tax Credit for Research Activities
FormN346A	Certified Statement of Research and Development Costs Incurred By a Qualified High Technology Business (QHTB) and Claim of the Tax Credit for Research Activities
FormN348	Capital Infrastructure Tax Credit
FormN360	Renewable Fuels Production Tax Credit (For Tax Years Beginning After 12/31/2021)
FormN362E	Pass-Through Entity Tax Election
FormN586	Tax Credit for Low-Income Housing
FormN756	Enterprise Zone Tax Credit
FormN756A	Information Statement Concerning the Enterprise Zone Tax Credit
FormN884	Credit for Employment of Vocational Rehabilitation Referrals
DBEDTCertificate	RFPTC – Credit Certification
HSEOCertificate	RFPTC – Credit Certification
ScheduleD	Capital Gains and Losses and Built-in Gains
ScheduleD1	Sale of Business Property
ScheduleK1	Shareholder’s Share of Income, Credits, Deductions, Etc.
ScheduleNS	Hawaii S Corporation Agreement of Nonresident Shareholder
ScheduleAMD	Explanation of Changes on Amended Return
OtherAttachments	For attachments not supported by a specific binary attachment filename not listed above.



### 7.1.3. PARTNERSHIP FORMS

- Forms

XML Doc. Name	Description
FormN20	Form N-20: Partnership Income Tax Return
SchNP	Schedule NP: Allocation of Withholding Payment to Nonresident Partners
SchPTE	Schedule PTE: Pass-through Entity Tax Calculation

- Binary Attachments

A separate binary attachment must also be included in the submission, when required by the business rules. The binary attachment must begin with the file name listed below.

File Name begins with	Description
FormN163	Fuel Tax Credit for Commercial Fishers
FormN312	Capital Goods Excise Tax Credit
FormN323	Carryover of Tax Credit
FormN325	Historic Preservation Income Tax Credit
FormN330	School Repair and Maintenance Tax Credit
FormN338	Recapture of the Tax Credit for Flood Victims
FormN340	Motion Picture, Digital Media, and Film Production Tax Credit
FormN342	Renewable Energy Technologies Income Tax Credit (For Systems Installed and Placed in Service on or After July 1, 2009)
FormN342A	Information Statement Concerning Renewable Energy Technologies Income Tax Credit (For Systems Installed and Placed in Service on or After July 1, 2009)
FormN342B	Composite Schedule for Form N-342A
FormN342C	Composite Schedule for Form N-342
FormN344	Important Agricultural Land Qualified Agricultural Cost Tax Credit
FormN346	Tax Credit for Research Activities
FormN346A	Certified Statement of Research and Development Costs Incurred By a Qualified High Technology Business (QHTB) and Claim of the Tax Credit for Research Activities
FormN348	Capital Infrastructure Tax Credit
Form N360	Renewable Fuels Production Tax Credit (For Tax Years Beginning After 12/31/2021)
FormN362E	Pass-Through Entity Tax Election
FormN586	Tax Credit for Low-Income Housing
FormN756	Enterprise Zone Tax Credit
FormN756A	Information Statement Concerning the Enterprise Zone Tax Credit
FormN884	Credit for Employment of Vocational Rehabilitation Referrals
DBEDTCertificate	RFPTC – Credit Certification
HSEOCertificate	RFPTC – Credit Certification
ScheduleD	Capital Gains and Losses
ScheduleD1	Sales of Business Property
ScheduleK1	Partner’s Share of Income, Credits, Deductions, Etc.
ScheduleOP	Allocation and Apportionment of Income



ScheduleAMD	Explanation of Changes on Amended Return
OtherAttachments	For attachments not supported by a specific binary attachment filename listed above.

#### 7.1.4. FIDUCIARY FORMS

- Forms

XML Doc. Name	Description
FormN40	Form N-40: Fiduciary Income Tax Return
FormN362	Form N-362: Pass-through Entity Tax Credit

- Schedules

XML Doc. Name	Description
SchCR	Schedule CR: Schedule of Tax Credits
SchPTEU	Schedule PTE-U: Upper-Tier Pass-through Entity Tax Credit Allocation

- Binary Attachments

A separate binary attachment must also be included in the submission, when required by the business rules. The binary attachment must begin with the file name listed below.

File Name begins with	Description
FormN4	Statement of Withholding
FormN40T	Allocation of Estimated Tax Payments to Beneficiaries
FormN152	Tax On Lump-Sum Distribution
FormN163	Fuel Tax Credit for Commercial Fishers
FormN210	Underpayment of Estimated Tax
FormN312	Capital Goods Excise Tax Credit
FormN323	Carryover of Tax Credit
FormN325	Historic Preservation Income Tax Credit
FormN330	School Repair and Maintenance Tax Credit
FormN338	Recapture of the Tax Credit for Flood Victims
FormN340	Motion Picture, Digital Media, and Film Production Tax Credit
FormN342	Renewable Energy Technologies Income Tax Credit (For Systems Installed and Placed in Service on or After July 1, 2009)
FormN342A	Information Statement Concerning Renewable Energy Technologies Income Tax Credit (For Systems Installed and Placed in Service on or After July 1, 2009)
FormN342B	Composite Schedule for Form N-342A
FormN342C	Composite Schedule for Form N-342
FormN344	Important Agricultural Land Qualified Agricultural Cost Tax Credit
FormN346	Tax Credit for Research Activities
FormN346A	Certified Statement of Research and Development Costs Incurred By a Qualified High Technology Business (QHTB) and Claim of the Tax Credit for Research Activities
FormN348	Capital Infrastructure Tax Credit



FormN360	Renewable Fuels Production Tax Credit (For Tax Years Beginning After 12/31/2021)
FormN586	Tax Credit for Low-Income Housing
FormN756	Enterprise Zone Tax Credit
FormN756A	Information Statement Concerning the Enterprise Zone Tax Credit
FormN884	Credit for Employment of Vocational Rehabilitation Referrals
DBEDTCertificate	RFPTC – Credit Certification
HSEOCertificate	RFPTC – Credit Certification
ScheduleD	Capital Gains and Losses
ScheduleD1	Sales of Business Property
ScheduleJ	Trust Allocation of an Accumulation Distribution
ScheduleK1	Beneficiary’s Share of Income, Deductions, Credits, Etc.
ScheduleAMD	Explanation of Changes on Amended Return
OtherAttachments	For attachments not supported by a specific binary attachment filename listed above.

### 7.1.5. IRS FORMS

File Name begins with	Description
State1099B	1099-B: Proceeds From Broker and Barter Exchange Transactions
State1099G	1099-G: Certain Government Payments
State1099K	1099-K: Payment Card and Third Party Network Transactions
State1099Int	1099-INT: Interest Income
State1099Misc	1099-MISC: Miscellaneous Income
State1099DIV	1099-DIV: Dividends and Distributions
State1099OID	1099-OID: Original Issue Discount
State1099NEC	1099-NEC: Nonemployee Compensation

### 7.2. SIGNATURE REQUIREMENTS

In accordance with HRS §231-8.5, the act of electronic filing constitutes a taxpayer's signature to the return, without the need for a PIN or other documentation.

**HRS §231-8.5:**

"The department may allow filing by electronic, telephonic, or optical means of any tax return, application, report, or other document required under the provisions of title 14 administered by the department. The date of filing shall be the date the tax return, application, report, or other document is transmitted to the department in a form and manner prescribed by departmental rules adopted pursuant to chapter 91. The department may determine alternative methods for the signing, subscribing, or verifying of a tax return, application, report, or other document that shall have the same validity and consequences as the actual signing by the taxpayer. A filing under this section shall be treated in the same manner as a filing subject to the penalties under section 231-39."

Each taxpayer must be informed that the act of electronically filing a tax return constitutes his/her signature. Print the following taxpayer declaration as part of the taxpayer's copy of the return:



"I understand and accept, pursuant to section 231-8.5, HRS, that filing this return electronically constitutes my signature to the return having the same validity and consequences as the actual signing of the return."

### 7.3. PAYMENT METHODS

DOTAX supports Automated Clearing House (ACH) debit. International Automated Clearing House Transactions (IAT) are not supported for payments. A payment can be submitted from a single bank or other financial institution account.

DOTAX does not support post-dated payments.

Taxpayers may also submit payment through the DOTAX website at hitax.hawaii.gov.

### 7.4. TYPES OF FILINGS ACCEPTED

DOTAX accepts Linked (Federal/State) and Unlinked (State Only) submissions.

### 7.5. DECIMAL PLACES FOR RATIOS

Requirements are provided in the XML schema documents.

### 7.6. EDITS AND VERIFICATIONS

1. Error Categories:
  - Data Validation Error
  - Incorrect Data
  - Missing Document
  - XML Error
2. Severity:
  - Reject

### 7.7. GENERAL EXCLUSIONS FROM CORPORATE, PARTNERSHIP, AND FIDUCIARY ELECTRONIC FILING

1. N-20, N-30, N-35, and N-40 Returns prior to tax year 2022
2. Returns other than N-20, N-30, N-35, or N-40
3. Returns that require attachment of forms or schedules that are not supported by the State of Hawaii MeF program
4. Returns with "Applied For" Federal Employer Identification Number
5. Post-dated payments

## SECTION 8: SCHEMAS AND TRANSMISSION SPECIFICATIONS

The approved XML schemas package and business rules will be posted on the FTA SES.

## SECTION 9: HANDBOOK UPDATES

Document Version Number	Updates
V1.0	-Overall updates: Tax year from 2023 to 2024 -Section 1: Updated schemas version -Section 2: Updated tax law changes for Tax Year 2024



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