

STATE OF HAWAII — DEPARTMENT OF TAXATION  
**TIME SHARE OCCUPANCY WORKSHEET —**  
**CALCULATION OF TOTAL FAIR MARKET RENTAL VALUE**

(Do NOT file this worksheet with the Department of Taxation. Keep it for your records.)

PLAN MANAGER: \_\_\_\_\_

PLAN NAME: \_\_\_\_\_

HAWAII TAX I.D. NO. : TA \_ \_ - \_ - \_ - \_ - \_

UNIT #: \_\_\_\_\_

PERIOD OF: \_\_\_\_\_

	A. OWNER'S NAME	B. TIME INTERVAL PERIOD (Ex. 1/1 - 1/14)	C. NUMBER OF DAYS			D. DAILY FAIR MARKET RENTAL VALUE	E. TOTAL FAIR MARKET RENTAL VALUE FOR PERIOD (Col. C(1) x Col. D)	
			Occupied (1)	Not Occupied (2)	Rented (3)			
1								1
2								2
3								3
4								4
5								5
6								6
7								7
8								8
9								9
10								10
11								11
12								12
13								13
14								14
15								15
16								16
17								17
18								18
19								19
20								20
21								21
22								22
23								23
24								24
25								25
26								26
27								27
28								28
29								29
30								30
31	TOTAL. Add lines 1 through 30 of Column E. Enter here and include total in the applicable district on Form TA-1, Part II, lines 5 through 8.							31

**FORM TA-42  
INSTRUCTIONS  
(REV. 2018)**

**GENERAL INSTRUCTIONS**

Section 237D-2, Hawaii Revised Statutes, provides that the transient accommodations tax on time share occupancy is levied on the occupant of a resort time share vacation unit at the following rates on the unit's fair market rental value: (1) 7.25% until December 31, 2015; (2) 8.25% beginning on January 1, 2016, to December 31, 2016; (3) 9.25% beginning on January 1, 2017, to December 31, 2017; and (4) 10.25% beginning on January 1, 2018, to December 31, 2030. The time share plan manager shall be liable for and pay to the State the transient accommodations tax on time share occupancy.

The plan manager should not file this worksheet with the Department of Taxation. The plan manager is required to maintain this worksheet and to produce it upon request by the Department of Taxation.

**SPECIFIC INSTRUCTIONS**

**Note:** Use this worksheet to calculate the amount of the total fair market rental value to report on your monthly, quarterly, or semi-annual transient accommodations — time share occupancy tax return. Use a separate worksheet for each unit in the time share plan.

At the top of the worksheet, write:

- Your name,
- Your Hawaii Tax I.D. Number,
- The month, quarter, or semiannual period and year covered by the worksheet,
- The name of the time share plan, and
- The time share unit number.

**Column A** — Enter the name of the owner. "Owner" means any person who owns a resort time share vacation interest; provided that to the extent and for those purposes provided in an agreement of sale, the vendee under the agreement of sale shall be considered the owner of the resort time share vacation interest.

**Column B** — Enter the time interval period.

**Column C(1)** — Enter the number of days that the resort time share vacation unit was (1) occupied by the owner of the time share unit, or (2) occupied by some other person. Do not include the number of days that the time share unit was occupied by some other person who rented the time share unit from the owner. These days will be included in Column C(3).

**Column C(2)** — Enter the number of days that the resort time share vacation unit was not occupied.

**Column C(3)** — Enter the number of days that the resort time share vacation unit was rented by the owner to some other person.

**Example:** A is the owner of a resort time share vacation unit for the time interval period 1/1/2019 — 1/14/2019. During the period from 1/1/2019 — 1/3/2019, A occupied the time share unit. During the period from 1/4/2019 —

1/14/2019, A decided not to stay at his time share unit. Instead, A let his friend B stay at the time share unit for the period 1/4/2019 — 1/5/2019. During the period from 1/6/2019 — 1/7/2019, the time share unit was not occupied. During the period from 1/8/2019 — 1/14/2019, A rented the time share unit to C.

The number of days that should be entered in Column C(1), days occupied, is 5. This includes the 3 days that A occupied the time share unit and the 2 days that B occupied the time share unit.

The number of days that should be entered in Column C(2), days not occupied, is 2.

The number of days that should be entered in Column C(3), days rented, is 7.

**Column D** — Enter the daily fair market rental value of the unit. Fair market rental value is defined as an amount equal to one-half of the gross daily maintenance fees that are paid by the owner and are attributable to the time share unit located in Hawaii. Gross daily maintenance fees include maintenance costs, operational costs, insurance, repair costs, administrative costs, taxes, other than transient accommodations taxes, resort fees, and other costs including payments required for reserves or sinking funds. Amounts paid for optional goods and services such as food and beverage services or beach chair or umbrella rentals shall be excluded from fair market rental value.

**Example:** The gross maintenance fees that are paid by A for his time interval period 1/1/2019 — 1/14/2019 is \$700. The daily fair market rental value that should be entered in Column D is \$25, calculated as follows:

(1) Divide the gross maintenance fees for the time interval period 1/1/2019 — 1/14/2019 by 14 to obtain the daily gross maintenance fee ( $\$700 / 14 \text{ days} = \$50$ ).

(2) Divide the daily gross maintenance fee by 2 to obtain one-half the gross daily maintenance fee ( $\$50 / 2 = \$25$ ).

**Column E** — Multiply Column C(1) by Column D and enter the result.

**Line 31** — Add lines 1 through 30 of Column E and enter the total on line 31. Also include this amount in the applicable district on Form TA-1, Part II.

**WHERE TO GET INFORMATION AND FORMS**

**Taxpayer Services Branch**

830 Punchbowl Street  
Honolulu, HI 96813-5094

Tel. No.: 808-587-4242

Toll-Free: 1-800-222-3229

Telephone for the Hearing Impaired:

808-587-1418

1-800-887-8974 (toll-free)

**Tax information on the Internet:** [tax.hawaii.gov](http://tax.hawaii.gov)