

STATE OF HAWAII — DEPARTMENT OF TAXATION
MISCELLANEOUS TAXES PAYMENT VOUCHER
GENERAL INSTRUCTIONS

PURPOSE OF FORM

Use this form ONLY if submitting Form BB-1 or submitting a payment without a tax return.

If payment is submitted with a return (e.g., franchise tax return), DO NOT attach Form VP-2 to the tax return.

INTERNET FILING

Form VP-2 can be filed and paid electronically through the State's Internet portal at hitax.hawaii.gov. For more information, go to tax.hawaii.gov/eservices/.

HOW TO COMPLETE THE FORM

- 1) Print your name in the space provided.
- 2) Check the appropriate "Tax Type" box.

If you are making a tax payment for an Estate, enter the decedent's social security number (SSN) in the space provided below the checkbox.
- 3) Check the appropriate "Filing Type" box and fill in the period or year in the space provided. If you are filing a Form BB-1, check the box "License Fee." Add lines 22g through 22j on Form BB-1 and enter the amount of payment in the space provided. Enter the last day of your first filing period. (e.g., you are a calendar year quarterly filer and began business on January 21, 2023, your first filing period end date is 03-31-23.)
- 4) Print your Hawaii Tax I.D. Number, using the following formats. If you are applying for a new number, leave the Hawaii Tax I.D. Number box blank.

Account Type:

Liquor Non-Permit Account	LN-XXX-XXX-XXXX-XX
Liquor Tax Permit Account	LQ-XXX-XXX-XXXX-XXP
Liquor Tax Account	LQ-XXX-XXX-XXXX-XX
Cigarette & Tobacco License Account	TO-XXX-XXX-XXXX-XXL
Cigarette & Tobacco Account	TO-XXX-XXX-XXXX-XX
Tobacco Use Account (Social Security Number)	XXX-XX-XXXX
Liquid Fuel Distributor License Account	LD-XXX-XXX-XXXX-XX
Liquid Fuel Retail Dealer's Permit Account	LR-XXX-XXX-XXXX-XXP
Liquid Fuel Use Account	LU-XXX-XXX-XXXX-XX
Franchise Tax Account	FR-XXX-XXX-XXXX-XX
Public Service Company Tax Account	PS-XXX-XXX-XXXX-XX
Estate Tax Account	ET-XXX-XXX-XXXX-XX

Hawaii Tax I.D. Number:

- 5) 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, Hawaii Tax I.D. No., and daytime phone number appear on your check or money order. Do not postdate your check. **Do not send cash.**

WHERE TO FILE

Detach Form VP-2 along the dotted line and mail the payment along with Form VP-2 to the address listed below. If filing Form BB-1, attach the payment and Form VP-2 to the front of Form BB-1 and mail to address below:

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

✂ — — — — — DETACH HERE — — — — — ✂

Form
VP-2
(Rev. 2023)

STATE OF HAWAII — DEPARTMENT OF TAXATION
MISCELLANEOUS TAX PAYMENT VOUCHER

DO NOT WRITE OR STAPLE IN THIS SPACE

Name (Please print): _____

Tax Type (check only 1)

- Liquor
 - Cigarette & Tobacco
 - Fuel
 - Liquid Fuel Retail Dealer
 - Franchise (FR)
 - Public Service Company (PS)
 - Estate (ET)
- Decedent's SSN: ____ - ____ - _____

Filing Type (check only 1) Enter Date as MM-DD-YY

- License Fee
1st Period End ____ - ____ - ____
- Payment for:
Period Begin ____ - ____ - ____
Period End ____ - ____ - ____
- Estate Extension Payment
Date of Death ____ - ____ - ____
Extension to Date ____ - ____ - ____

Hawaii Tax I.D. Number

Amount of Payment

Print the amount of your payment in the space provided. ATTACH THIS VOUCHER WITH CHECK OR MONEY ORDER PAYABLE TO "HAWAII STATE TAX COLLECTOR." Write the tax and filing types, your Hawaii Tax I.D. Number, and daytime phone number on your check or money order.

