

STATE OF HAWAII — DEPARTMENT OF TAXATION
**APPLICATION FOR AUTOMATIC EXTENSION
OF TIME TO FILE
HAWAII CORPORATION INCOME TAX RETURN**

(Including Filers of Forms N-30, N-35, N-70NP and N-310)

INTERNET FILING

Form N-301 can be filed electronically through the State's Internet portal. For more information, go to www.ehawaii.gov.org/efile.

GENERAL INSTRUCTIONS

Note: The use of federal Form 7004 will be allowed as a substitute for Form N-301, Application For Automatic Extension of Time To File Hawaii Corporation Income Tax Return. If you use the federal form, a copy of Form 7004 must be submitted to the Hawaii Department of Taxation on, or before, the original Hawaii due date of the entity's income tax return. Print the word "HAWAII" above the form title on the federal form. Show Hawaii income tax liability and tax payments on the appropriate lines of Form 7004.

1. Purpose. — Use this form to ask for an automatic 6-month extension of time to file Form N-30, N-35, N-70NP, or N-310. File this form to request an extension even if you are not making a payment.

An extension of time to file your income tax return will not extend the time to pay your income tax. Therefore, you must pay the income tax balance due (i.e., total income tax liability reduced by payments and credits) in full with this form.

Do not request an automatic extension if you are under a court order to file your return by the regular due date.

The extension will be granted if you complete this form properly, file it on time, pay with it the amount of tax shown on line 5 of the Income Tax Balance Due Worksheet and meet the conditions indicated below.

In no case shall the extension be granted for a period of more than 6 months beyond the due date of the return.

For extension requirement purposes, Hawaii does not conform to Treasury Regs. section 1.1502-76. For Hawaii income tax purposes, a corporation shall not be allowed an extension beyond 6 months. Corporations required to file a short year federal return under the above regulation and not able to file their Hawaii return on time should attach a letter of explanation to the front of the Hawaii return when it is filed.

An automatic extension of time for filing a return shall be allowed upon the following two conditions:

- You complete this form properly, file it, and pay any balance due on line 5 of the Income Tax Balance Due Worksheet by the due date for the return for which the extension applies.

INCOME TAX BALANCE DUE WORKSHEET

- 1** Total income tax liability for the taxable year. (You may estimate this amount.).....**1** _____
Note: You **must** enter an amount on line 1. If you do not expect to owe tax, enter zero (0).
- 2** Current year's estimated tax payments (include prior year's overpayment allowed as credit)**2** _____
- 3** Other payments and credits**3** _____
- 4** Total (add lines 2 and 3).....**4** _____
- 5** Income tax balance due (line 1 minus line 4). Pay in full with this form**5** _____

Pay amount on line 5 in full. Detach the voucher from this form. Attach check or money order to the voucher for full amount payable to "**Hawaii State Tax Collector.**" Write your **Federal Employer Identification Number** and "**2004 Form N-301**" on the check or money order. Pay in U.S. dollars drawn on U.S. bank. Do not send cash.

✂ - - - - - DETACH HERE - - - - - ✂

Form	Tax Year	STATE OF HAWAII — DEPARTMENT OF TAXATION
N-301	2004	APPLICATION OF AUTOMATIC EXTENSION OF TIME TO FILE
(Rev. 2004)		HAWAII CORPORATION INCOME TAX

DO NOT WRITE OR STAPLE IN THIS SPACE

DO NOT SUBMIT PHOTOCOPIES OF THIS FORM

☐ Check this box if this is a change of address.

SIG **PNT** **INT** **LBL** **008**

Name			FEIN	
Dba or C/O				
Address			Suite number	
City, town, or post office	State	ZIP Code	Country	For office use only
DECLARATION I declare, under the penalties set forth in section 231-36, HRS, that the statements contained herein are true and correct and that I have been authorized by the above-named entity to make this application.				
Signature		Title		Date

Calendar or Fiscal Year Ending (MM/DD/YY)

Amount of Payment

\$ _____

MAIL THIS VOUCHER WITH CHECK OR MONEY ORDER PAYABLE TO "HAWAII STATE TAX COLLECTOR." Write your Federal Employer I.D. Number and "2004 Form N-301" on your check or money order.

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- Within the time specified by the automatic extension, the return shall be filed, accompanied by payment of the tax to the extent not already paid.

The Director of Taxation may terminate the automatic extension at any time by mailing a notice of termination to the entity or to the person who requested the extension for the entity. The notice will be mailed at least 10 days prior to the termination date designated in the notice.

Note: Only those taxpayers whose automatic extension has been rejected will be notified by the Department of Taxation.

2. How To Obtain Tax Forms. — To request tax forms by fax or mail, you may call 808-587-7572 or toll-free 1-800-222-7572.

Tax forms are also available on the Internet. The Department of Taxation's site on the Internet is: www.state.hi.us/tax

3. When to File. — File one copy of this application on or before the original due date of the entity's income tax return. If the due date falls on a Saturday, Sunday, or legal holiday file by the next regular workday.

You may file the applicable income tax return any time before the 6-month period ends.

4. Where to File. — File Form N-301 with the Hawaii Department of Taxation, P. O. Box 1530, Honolulu, Hawaii 96806-1530. Form N-301 can be filed electronically through the State's Internet portal. For more information, go to www.ehawaii.gov/efile.

5. Consolidated Returns. — If a consolidated return is to be filed, a parent corporation may request automatic extensions for itself and its subsidiaries by filing one Form N-301. In such case, the name, address, and Federal Employer Identification Number of each member of the affiliated group for which the extension is desired must be listed on an attachment to Form N-301. The filing of this form by a parent corporation is not considered as an exercise of the privilege of making a consolidated return.

6. How to Fill Out This Form. —

- Enter the corporation's name, FEIN, and address on the appropriate lines.
- Using black or blue ink, enter the date of the end of the tax year and the amount of the payment in the space provided.
- If no payment is being made with this form, enter "0.00" in amount of payment space.
- Sign the voucher and indicate the capacity in which you are signing this form. The form is not complete unless it is signed.
- It is suggested that you make a photocopy of this form for your records before you detach the voucher. Do not, however, submit a photocopy of this form.

- Detach the voucher where indicated. Submit only the voucher portion of this form with your payment.

- Attach your check or money order payable to "Hawaii State Tax Collector" to the front of the voucher. Write your FEIN and "2004 Form N-301" on your check or money order. Pay in U.S. dollars. **Do not send cash.**

7. Signature. — Application for an automatic extension shall be authenticated by the signature of the president, vice-president, treasurer, assistant treasurer, chief accounting officer, fiduciary, trustee, an officer representing the fiduciary or trustee of an exempt trust or organization, or any duly authorized agent holding a power of attorney.

8. Signature by Other Than Taxpayer. — Persons who may sign for the taxpayers include attorneys, certified public accountants, or other persons qualified to practice before the IRS, or any person holding a power of attorney. If the taxpayer cannot sign because of illness, absence, or other good cause, a person in close personal or business relationship to the taxpayer may sign provided a proper explanation is attached as to why the taxpayer cannot sign this form. It is not necessary that such person hold a power of attorney.

9. Making a Payment. — If a payment is being made with this form, make your check or money order payable to "Hawaii State Tax Collector." Write your FEIN and "2004 Form N-301" on it. Attach your check or money order to the front of Form N-301.

10. How to Claim Credit for Payment Made With This Form. — Show the amount paid (line 5) with this form on the applicable income tax return.

11. Penalties

Late Filing of Return. — You may be charged a penalty of 5%, but not more than 25%, of the tax due for each month or part of a month that the return is late. If you file a return late, attach a full explanation with the return.

Failure to Pay After Filing Timely Return. — You may be charged a penalty of 20% of the tax due if any tax remains unpaid after 60 days from the due date of the return.

These penalties are in addition to any interest charged on underpayment or nonpayment of tax.

12. Interest. — Interest is accrued at the rate of 2/3 of 1% for each month or part of a month on unpaid taxes and penalties assessed beginning with the first calendar day after the date prescribed for payments, whether or not that first calendar day falls on a Saturday, Sunday, or legal holiday. Form N-301 does not extend the time for payment of income tax. Interest will be computed on the sum of the tax due and penalties imposed on the late filing of the return.

REASONS FOR REJECTION OF EXTENSION

- ☐ 1. Request for the extension is not signed by the taxpayer or his duly authorized agent.
- ☐ 2. The request was not in this office or mailed on or before the date prescribed by law for filing this return.
- ☐ 3. Separate requests are required for each type of tax and for each taxpayer involved.
- ☐ 4. The income tax return was not filed within the time specified by the automatic extension.