2022 OPEN TO THE PUBLIC SITE LIST – As of 1/9/2022
ALL SITES CLOSED ON STATE AND FEDERAL HOLIDAYS

Masks required at all sites – some sites require vaccination

**Read all instructions below and for each site carefully. There will be no exceptions to the rules as listed.**

**Drop Off:** You will show your Picture ID and Social Security Cards (for everyone who will be listed on the tax return). You will need to submit a completed Intake Form. You will also need to bring **Originals of Your Tax Documents and One Copy of Those Tax Documents.**

**Examples of Tax Documents:** W-2, Social Security benefits statement, Unemployment Benefits statement, Retirement Benefits (1099-R), Interest Earned (1099-INT), Dividends Earned (1099-DIV), 1099-MISC or 1099-NEC for work done as an independent contractor or self-employed, Mortgage Interest and Real Property Taxes paid on a home that you live in, etc.

**If you are self-employed,** you must have a general excise tax license and have all of your income and expenses calculated.

**Pick Up:** The volunteer will review the return with you. If the return is accurate, you will sign a Form 8879 to allow for the e-filing of your return with the IRS and the State. We will give you a hard copy of your tax return for your files. If your spouse passed away in 2021 and you are filing a joint return, you cannot e-file your State return. We will give you an extra hard copy for you to mail to the State Tax Department.

**We do not do returns for:**

- Landlords or anyone who owns or sold **investment** real estate
- Partnerships, Corporations, Multi-member LLCs, recipients of K-1 forms that show income
- Farming or Fishing Businesses
- Military active duty (this requires special certification)

- Any business with employees or that is claiming a loss, even if it’s a sole proprietorship
- Anyone who is not a Hawaii resident - Resident aliens must have a green card and Social Security Card
- Anyone who has a visa (this requires special certification)
Honolulu – 96813

HAWAII STATE CAPITOL
415 South Beretania Street, Third Floor

ONLY ON FOLLOWING DATES:
Saturday, January 22 (DROP OFF ONLY)
Saturday, January 29 (PICK UP ONLY)
9:30am – 1:30pm
Call (808) 450-4351
APPOINTMENT REQUIRED – NO WALK INS

Honolulu – 96816

HONOLULU COMMUNITY ACTION PROGRAM
(Leahi District Service Center)
1915 Palolo Avenue

DROP OFF – PICKUP THE FOLLOWING WEEK
Tuesdays and Thursdays, 9:00am – Noon
Call (808) 732-7755 – APPOINTMENT REQUIRED
Start: 2/01 – End: 4/01

Honolulu – 96817

HONOLULU COMMUNITY ACTION PROGRAM
(Kalihi-Palama District Service Center)
1555 Haka Dr. Unit #2408

DROP OFF – PICKUP THE FOLLOWING WEEK
Tuesdays and Thursdays, 10:00am – 3:00pm
Call (808) 847-0804 - APPOINTMENT REQUIRED
Start: 2/01 – End: 4/01

HAWEI FEDERAL CREDIT UNION
1244 Kaumualii Street

DROP OFF – PICKUP THE FOLLOWING WEEK
Mondays – Fridays: 9:00am – 1:00pm (Closed Monday, Feb 21, 2022)
Saturdays: 9:00am – Noon (Closed Saturday, March 19, 2022)
Call (808) 441-4285 – APPOINTMENT REQUIRED
Start: 2/01 - End: 4/08

LANAKILA MP SENIOR CENTER
1640 Lanakila Avenue

DROP OFF – PICKUP THE FOLLOWING WEEK
Saturday, Feb 5 (Drop Off)
Saturday, Feb 12 (Pick and Drop Off)
Saturday, Feb. 19 (Pickup and Drop Off)
Saturday, Feb. 26 (Pickup Only)
11:30am – 2:30pm
Call (808) 450-4351
APPOINTMENT REQUIRED – DO NOT CALL LANAKILA DIRECTLY
PROOF OF VACCINATION REQUIRED

Hawaii Tax Help at PALAMA SETTLEMENT
810 N. Vineyard Blvd.

DROP OFF – PICKUP THE FOLLOWING WEEK
Thursdays, 2:30pm to 4:30pm
Call (808) 836-1616 – APPOINTMENT REQUIRED
DO NOT CALL PALAMA SETTLEMENT DIRECTLY

PROOF OF VACCINATION REQUIRED
Start: 2/03 - End: 3/24

Honolulu – 96819

ALU LIKE, INC. – Central
2969 Mapunapuna Place, Suite 200

DROP OFF – PICKUP THE FOLLOWING WEEK
Wednesdays, 3:00pm – 6:00pm
Call (808) 450-4351 – APPOINTMENT REQUIRED
Start: 1/25 – End: 4/12

OAHU – Windward

Kaneohe – 96744

HONOLULU COMMUNITY ACTION PROGRAM
(Windward District Service Center)
47-232 Waihee Road

DROP OFF – PICKUP THE FOLLOWING WEEK
Tuesdays and Thursdays, 9:00am – Noon
Call (808) 239-5754 – APPOINTMENT REQUIRED
Start: 2/04 – End: 4/09

OAHU – Central/Leeward

Aiea – 96701

HONOLULU COMMUNITY ACTION PROGRAM
(Central District Service Center)
99-102 Kalaloa Street

DROP OFF – PICKUP THE FOLLOWING WEEK
Tuesdays and Thursdays, 9:00am – Noon
Call (808) 488-6834 – APPOINTMENT REQUIRED
Start: 2/04 – End: 4/09

HICKAM FCU
1260 Kuala Street

DROP OFF – PICKUP THE FOLLOWING WEEK
Tuesdays and Thursdays, 10:00am – 3:00pm
Call (808) 423-1391 – APPOINTMENT REQUIRED
Start: 2/11 – End: 4/09
Waianae – 96792

HONOLULU COMMUNITY ACTION PROGRAM  
(Leeward District Service Center)  
85-555 Farrington Highway  
**DROP OFF – PICKUP THE FOLLOWING WEEK**  
Mondays, Wednesdays and Fridays  
9:00am – Noon  
**Call (808) 696-4261 – APPOINTMENT REQUIRED**  
Start: 2/03 – End: 4/10

INPEACE  
87-790 Kulauku Street A129  
**DROP OFF – PICKUP THE FOLLOWING WEEK**  
Mondays to Thursdays, 9:00am – 7:00pm  
**Call (808) 696-5556 – APPOINTMENT REQUIRED**  
Start: 2/03 – End: 4/03

HAWAII ISLAND

Hilo – 96720

HAWAII TAX HELP  
1990 Kinoole Street  
**DROP OFF – PICKUP THE FOLLOWING WEEK**  
SITE OPENED ON FOLLOWING DATES from 9:30am – 2:30pm  
  
  Saturday – March 5 (**DROP OFF ONLY**)  
  Saturday – March 12 (**PICKUP, DROP OFF**)  
  Saturday – March 19 (**PICKUP, DROP OFF**)  
  Saturday – March 26 (**PICKUP ONLY**)  

**Call (808) 450-4351 (Oahu number)**  
**BY APPOINTMENT ONLY – NO WALK INS**  
**PROOF OF VACCINATION REQUIRED**

MAUI

Kahului – 96732

VALLEY ISLE COMMUNITY FEDERAL CREDIT UNION  
160 Paahana Street  
**DROP OFF – PICKUP THE FOLLOWING WEEK**  
**ONLY ON FOLLOWING DATES:**  
Saturday, Feb. 26 – Drop Off Only  
Saturday, Mar 5 – Pick Up Only  
9:30am – 1:30pm  
**Call (808) 872-3130 – APPOINTMENT REQUIRED**
MOLOKAI

Kaunakakai

ALU LIKE, INC.
10 N. Mohala Street

DROP OFF – PICKUP
Wednesday, Feb. 16, 2022
Wednesday, March 2, 2022
9:00am-2:00pm
Call (808) 450-4351 (OAHU NUMBER)
Start: 2/16 - End: 3/2

KAUAI

Lihue – 96766

HAWAII TAX HELP – Kauai
Hosted at the Kamehameha Schools Kauai Resource Center
3201 Akahi Street - (next to Tip Top)

DROP OFF – PICKUP THE FOLLOWING WEEK
February 1st to April 1st
Mondays-Thursdays from 4:00PM to 6:00PM

APPOINTMENTS REQUIRED – READ THE INSTRUCTIONS BELOW

This is a drop-off/pick-up site only. At the drop-off appointment, you will meet with an IRS certified volunteer who will review your tax paperwork and scan your documents to be sent securely and electronically to Hawaii Tax Help’s IRS certified volunteer preparers. When your taxes are complete and ready, we will make contact with you for a pick-up appointment where we will quality review your taxes with you, print and sign your returns.

Step 1
Make an appointment online at VITA at Kamehameha Schools Resource Center

- Pick an appointment date and time.
- Remember to bring all tax documents to your appointment.
- For faster service, print and complete a VITA Intake form here: https://www.irs.gov/pub/irs-pdf/f13614c.pdf or complete an intake sheet at your appointment.

Step 2
Due to the COVID19 pandemic, the host (Kamehameha Schools) has implemented health and safety requirements. All visitors and customers must complete a COVID screening prior to entry to the facility found here: http://wellness.ksbe.edu. Your screening results will be emailed to you. Please show a staff
member at the facility the email results upon arrival. All visitors and customers must wear a facemask and practice social distancing. Only one customer will be allowed into the office at a time.

There are **NO EXCEPTIONS** to the required health and safety requirements. Mahalo for your cooperation, understanding and helping to keep everyone safe and healthy.