



RFPTC - NOTICE OF INTENT / NOTICE TO START PRODUCTION FORM

CALENDAR YEAR

REQUIRED INFORMATION PURSUANT TO HRS 235-110.32

2025

PLEASE NOTE: This form is for use by Hawai'i taxpayers intending to apply for the Renewable Fuels Production Tax Credit (RFPTC) in accordance with HRS 235-110.32. Please read the Instructions before completing this form. Taxpayer shall submit one form for each renewable fuel produced. All applicable sections of this form must be completed fully and legibly. HSEO makes no representation as to any taxpayer(s) entitlement to any RFPTC allocation, and defers to HRS 235-110.32, and all associated rules and requirements that govern the administration of this tax credit, including but not limited to those of the Hawai'i State Department of Taxation (DOTAX). Notwithstanding any other law to the contrary, certain information provided on this form, including taxpayer and facility information, shall be available for public inspection and dissemination under HRS 92F. THIS IS NOT A DOTAX FORM AND HAS BEEN CREATED BY HSEO EXCLUSIVELY TO SATISFY REQUIREMENTS UNDER ACT 216, SLH 2022 RELATING TO NOTICES OF INTENT AND/OR NOTICES TO START PRODUCTION.

I. FORM USED FOR: (PLEASE CHECK ("✓") ALL THAT APPLY; CAN BE ONE OR BOTH)
[ ] NOTICE OF INTENT [ ] NOTICE TO START PRODUCTION

II. TAXPAYER INFO
TAXPAYER NAME (LAST, FIRST required; M.I., as applicable):
ORGANIZATION NAME:
DBA or C/O (as applicable):
ADDRESS (number & street):
CITY or TOWN, STATE, POSTAL/ZIP CODE:
FEDERAL EMPLOYER IDENTIFICATION NO.:
HAWAII TAX I.D. NO.:
TELEPHONE NUMBER:
EMAIL ADDRESS:

III. FACILITY INFO
PRODUCTION FACILITY NAME & ADDRESS (number, street, city or town, state, and postal/zip code):
FACILITY IN-SERVICE START DATE (month/day/year):
RENEWABLE FUEL PRODUCED:
FOSSIL FUEL MOST COMPARABLE TO RENEWABLE FUEL LISTED ABOVE:
CONTACT PERSON NAME & TITLE:
FACILITY NAMEPLATE PRODUCTION CAPACITY:
TELEPHONE NUMBER:
EMAIL ADDRESS:

IV. FACILITY DETAILS
1. FACILITY ANNUAL PRODUCTION CAPACITY: \_\_\_\_\_ BTUs
2. PRODUCTION START DATE (mm/dd/yyyy) OF RENEWABLE FUELS: \_\_\_\_\_
3. ESTIMATED LHV OF RENEWABLE FUEL PRODUCED FOR TAX CREDIT (optional): \_\_\_\_\_ BTUs

V. ANTICIPATED PRODUCTION
1. EXPECTED RENEWABLE FUELS PRODUCTION TOTAL FOR THE CALENDAR YEAR REPORTED IN BTU BASED ON LHV: \_\_\_\_\_ BTUs
2. ESTIMATED LIFECYCLE GREENHOUSE GAS EMISSION INTENSITY OF RENEWABLE FUEL PRODUCED \_\_\_\_\_ kg CO2e/BTU
3. TYPE OF FEEDSTOCK USED AND THE % OF FEEDSTOCK TO BE USED

I declare, under the penalties set forth in HRS 231-36 that all information contained herein, and to the best of my knowledge and belief, is true, correct, and complete.



SIGNATURE

DATE

PRINT NAME & TITLE

## General Instructions\*\*:

1. This form should be used specifically as it relates to the taxpayer's requirements to provide a Notice of Intent and a Notice to Start Production to the Hawai'i State Energy Office (HSEO) per Act 216 (SLH 2022). Any information that does not apply should be denoted as "Not Applicable" or "N/A".
2. Taxpayer must: (1) complete this form fully and legibly, and (2) attach (as applicable) a notarized copy of taxpayers Corporate Resolution—Signing Authority. The taxpayer's fully completed forms must then be submitted to HSEO via email to: [dbedt.energyoffice@hawaii.gov](mailto:dbedt.energyoffice@hawaii.gov). Include in the email subject heading: "Act 216 (SLH 2022), Form 1".
3. Other general instructions as it relates to each section of this form:
  - a. Section "**I. FORM.**" Please check both the Notice of Intent and Notice to Start Production, both boxes must be checked.
  - b. Section "**II. TAXPAYER INFO.**" All applicable requested information must be provided.
  - c. Section "**III. FACILITY INFO.**" All requested information must be provided. For the "FACILITY NAMEPLATE PRODUCTION CAPACITY," provide the amount of the renewable fuel that this production facility can or will produce each year.
  - d. Section "**IV. FACILITY DETAILS.**" Taxpayer must complete all applicable information requested in this section.
    1. "Facility Production Capacity in BTU (Lower Heating Value (LHV))" shall be the estimated annual production of renewable fuel.
    2. "Production Start Date (mm/dd/yyyy) of Renewable Fuels" this will be the date when you first start or started production of the renewable fuels at the facility.
    3. "Estimated LHV of Renewable Fuel Produced for Tax Credit" is a optional item that will assist HSEO in understanding the potential demand for the RFPTC and better enable it to plan for administering the Act 216 (SLH 2022) aggregate cap administration requirement.
  - e. Section "**V. ANTICIPATED PRODUCTION.**" All sections shall be completed.
    1. "Expected Renewable Fuels Production Total for the calendar year reported in Btu based on LHV" shall be an estimate of the forthcoming year's production in BTU's.
    2. "Estimated Life Cycle Greenhouse Gas Emissions Intensity of Renewable Fuel Produced" shall be a projection of the emissions in CO<sub>2</sub>e/BTU of the renewable fuels produced for the forthcoming year.
    3. "Type of Feedstock used and the percentage of feedstock to be used" shall be the anticipated renewable feedstock that will be used to produce the renewable fuels for tax credit. Additionally, please provide either the estimated or actual percentage amount of how much of the total production was created from each renewable feedstock used.
  - f. Section "**VI. SIGNATURE.**" All requested information must be provided. *Please note, if taxpayer is not an individual (i.e., an organization, entity, etc.), a notarized copy of its Corporate Resolution that designate signing ability must be attached to this form and remitted to HSEO.*

**PLEASE NOTE:** All applicable sections of this form must be fully completed by "typing" or "printing in block letters". Completing this form is required by any taxpayer intending to pursue the Renewable Fuels Production Tax Credit (RFPTC) per Act 216 (SLH 2022). Despite fully completing this form, HSEO makes no representation as to the referenced taxpayers entitlement to any RFPTC allocation, and defers to Act 216 (SLH 2022) and any associated rules, requirements, etc., that governs the administration of this tax credit, inclusive of, but not limited to, any administered by the State of Hawai'i Department of Taxation (DOTAX).

**THIS IS NOT A STATE OF HAWAII DEPARTMENT OF TAXATION (DOTAX) FORM AND HAS BEEN CREATED BY DBEDT EXCLUSIVELY TO SATISFY ITS REQUIREMENT(S) UNDER ACT 216 (SLH 2022) SPECIFICALLY RELATING TO THE TAXPAYER'S REQUIREMENTS OF PROVIDE A NOTICE OF INTENT AND/OR NOTICE TO START PRODUCTION.**