

**STATE OF HAWAII PRE-TAX TRANSPORTATION BENEFIT PILOT PROGRAM (PTBP)
PROCESSING SCHEDULE FOR 2024-2025**

A. MONTH FOR BUS PASS	B. DEPARTMENT COORDINATOR DEADLINE TO INPUT ENROLLMENT / CANCELLATION INTO PRE-TAX TRANSPORTATION BENEFIT PROGRAM SYSTEM HRMS https://HIP.hawaii.gov (2nd to the last business day of the month)	C. DEPARTMENT COORDINATOR CHECK DAGS VENDOR REPORT, LOAD BUS PASSES TO HOLO CARDS AND REMIT PAYMENT CHECK HOLO CARD SYSTEM https://holocard.net/en/institution/login/ (20th of the month; If 20th falls on the weekend or holiday, it would be the next business day)
JUL '24	5/30/24 – 7:00 pm	6/20/24
AUG '24	6/27/24 – 7:00 pm	7/19/24
SEPT '24	7/30/24 – 7:00 pm	8/20/24
OCT '24	8/29/24 – 7:00 pm	9/20/24
NOV '24	9/27/24 – 7:00 pm	10/18/24
DEC '24	10/30/24 – 7:00 pm	11/20/24
JAN '25	11/27/24 – 7:00 pm	12/20/24
FEB '25	12/30/24 – 7:00 pm	1/17/25
MAR '25	1/30/25 – 7:00 pm	2/20/25
APR '25	2/27/25 – 7:00 pm	3/20/25
MAY '25	3/28/25 – 7:00 pm	4/17/25
JUN '25	4/29/25 – 7:00 pm	5/20/25
JUL '25	5/29/25 – 7:00 pm	6/20/25
AUG '25	6/27/25 – 7:00 pm	7/18/25
SEPT '25	7/30/25 – 7:00 pm	8/20/25
OCT '25	8/28/25 – 7:00 pm	9/19/25
NOV '25	9/29/25 – 7:00 pm	10/20/25
DEC '25	10/30/25 – 7:00 pm	11/20/25

The Ulu HI-Tech Team
HOLO Helpline: 1-808-768-4656
Mon - Fri: 7:30 AM to 4 PM HST

 HOLO Card Website: www.holocard.net

MAIL PAYMENT CHECKS TO:
City & County of Honolulu
MSC 61526
PO Box 1300
Honolulu, HI 96807-1300