



FAQ'S ABOUT MY HAWAII LABORER VACATION BENEFITS

(Updated August 26, 2023)

1. WHAT IS THE VACATION CONTRIBUTION PERIOD?

Vacation and holiday contributions are accumulated from September 1st through August 31st

For example: If your employer made contributions for your vacation benefits from the month of September 2018 through the month of August 2019 and the total amount of contributions made during this period was \$1,500, you can expect to get a check for \$1,500

2. WHEN WILL I RECEIVE MY VACATION BENEFITS?

Vacation checks are distributed between November 15th through November 30th or between December 1st through December 16th, whichever period you elect to receive your vacation and holiday benefits.

3. WHAT DO I NEED TO DO TO OBTAIN MY VACATION CHECK?

Every August, you will receive a Vacation Application Form from the Trust Fund Office. On this application, you will need to specify where you would like your vacation check to be sent. If you do not return this form to the Trust Fund Office, your vacation check may be processed, but NOT mailed. Therefore, come November 15th, you would need to pick up your check at the Trust Fund office in person or submit your vacation application form with the address that you would like us to mail it to.

4. CAN I RECEIVE MY VACATION BENEFITS BEFORE NOVEMBER 15TH?

You may apply for an early payment of your vacation and holiday benefit **any time throughout the calendar year, if you have been affected by any hardship situation, twice per calendar year**
See hardship reasons, below:

1. Total disability and unable to perform covered work.
2. Medical Emergency (applicable to participant or immediate family member).
3. Death of Employee or immediate family member.
4. Home rental or mortgage payment.
5. Reduced work hours (less than 20 hours per week at the time application is received).
6. Permanent Residence Relocation outside the State of Hawaii.
7. Government Declared Emergency or Disaster.

Early payments will be processed once all required documentation is received. Please contact the Trust Fund's Vacation Department for more information on the early payment process.

5. WHAT IF I NOTICE A DISCREPANCY IN MY VACATION PAYOUT?

A Vacation Discrepancy Form will be included with your annual vacation benefit check. This form will need to be completed and submitted along with documents to support your claim and sent to the Trust Fund Office (Attention: Audit Department). The Trust Fund Office will then investigate and research your claim and you will be notified of our findings.

6. OTHER IMPORTANT INFORMATION?

If you change your address, be sure to update the Trust Fund Office to ensure that your vacation application and benefits go to the correct address.

7. WHO DO I CONTACT FOR ADDITIONAL INFORMATION ABOUT MY VACATION BENEFITS?

TRUST FUND OFFICE – Vacation Department

PH#: 808-441-8640

TOLL FREE PH#: 888-520-8078