

AUTO EXPENSE WORKSHEET FOR STANDARD MILEAGE RATE

FOR TAX YEAR _____

PLEASE FILL OUT ONE SHEET PER VEHICLE

VEHICLE MAKE/MODEL/YEAR: _____

FIRST YEAR OF BUSINESS USE: Y N IF YES, PLEASE FILL OUT BELOW:

DID YOU TRADE IN A VEHICLE AT TIME OF PURCHASE? Y N IF YES, VALUE RECEIVED: _____

WAS THE TRADE IN VEHICLE PREVIOUSLY USED FOR BUSINESS? Y N

PLEASE PROVIDE BILL OF SALE

MILEAGE INFORMATION: _____

BUSINESS MILES DRIVEN: _____

TOTAL MILES DRIVEN (IF KNOWN): _____

PERSONAL/COMMUTING MILES (IF KNOWN): _____

PLEASE ANSWER YES OR NO TO ALL QUESTIONS:

DO YOU HAVE ANOTHER VEHICLE AVAILABLE FOR PERSONAL USE? Y N

WAS YOUR BUSINESS VEHICLE ALSO USED FOR PERSONAL DRIVING? Y N

DO YOU HAVE EVIDENCE TO SUPPORT YOUR MILEAGE DEDUCTION? Y N

IS THIS EVIDENCE WRITTEN? Y N