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 for the tax year: _____

TOTAL MILES DRIVEN (IF KNOWN) for the tax year: _____

PERSONAL/COMMUITNG MILES (IF KNOWN) for the tax year: _____

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

If your vehicle is financed, provide the amount of interest paid for the tax year: _____

Did you pay for any parking or tolls directly related to business miles? ☐ Y ☐ N

If yes to the above question, provide the amounts paid during the tax year for

Parking _____

Tolls _____