

**CAR & TRUCK EXPENSES WORKSHEET      2018**

**INFORMATION SUBMITTED BY:** \_\_\_\_\_

	VEHICLE 1	VEHICLE 2	VEHICLE 3
MAKE & MODEL OF VEHICLE			
DATE PLACED IN BUSINESS USE			
IF TRUCK, PLEASE LIST 1/2, 3/4 OR 1 TON			
ODOMETER READING AS OF 12-31-18			
ODOMETER READING AS OF 01-01-18			
<b>TOTAL MILES FOR THE YEAR</b>			
BUSINESS MILES FOR THE YEAR			
COMMUTING MILES FOR THE YEAR			
OTHER PERSONAL MILES FOR THE YEAR			
<b>ABOVE 3 LINES SHOULD EQUAL TOTAL MILES</b>			
IS ANOTHER VEHICLE AVAILABLE FOR PERSONAL USE?			
WAS THE VEHICLE AVAILABLE FOR PERSONAL USE AFTER HOURS?			
WHO WAS THE PRIMARY USER OF THIS VEHICLE?			
IS THERE EVIDENCE TO SUPPORT BUSINESS USE CLAIMED?			
IF YES, <b>IS IT WRITTEN?</b> (LOG BOOKS, ETC)			
WAS THE VEHICLE LEASED?			
COST OF VEHICLE OR FAIR MARKET VALUE WHEN PUT IN SERVICE			

(THIS IS USUALLY NEEDED ONLY IN THE FIRST YEAR OF USE)

**ACTUAL EXPENSES:**

GAS, OIL, REPAIRS, INSURANCE, ETC.			
REGISTRATION, LICENSE, INSPECTION FEES			
LEASE OR RENTAL FEES PAID			
PARKING & TOLLS			
INTEREST PAID ON VEHICLE LOAN (NOT THE PAYMENT AMOUNT)			

**DISPOSITION OF VEHICLE:**

DATE DISPOSED OF			
HOW DISPOSED OF I.E. SOLD, TRADED IN, JUNKED			
AMOUNT RECEIVED FOR OLD VEHICLE			

(INCLUDE PURCHASE OR TRADE-IN PAPERWORK ON ALL NEW PURCHASES OR EXCHANGES) \_\_\_\_\_

**IF YOU HAVE MORE THAN 3 VEHICLES, PLEASE USE ANOTHER PAGE**