

Business Use of Vehicle Deduction Worksheet

The purpose of this worksheet is to help you organize your tax deductible business vehicle expenses. In order for an expense to be deductible, it must be considered an "ordinary and necessary" expense. You may include other applicable expenses. Do not include expenses for which you have been reimbursed, expect to be reimbursed, or are reimbursable.

Vehicle Information	
Make	
Model	
Year	
Purchase Price <small>(Please provide sale agreement if purchased in</small>	
Date Purchased	
Date Business Use Began	

Vehicle Mileage		
	January 1 - June 30	July 1 - December 31
Business Mileage		
Personal Mileage		
Total Mileage		

Vehicle Expense	
Gas and Oil	
Repairs & Maintenance	
Lease Payment <small>(Please provide lease agreement if leased in current</small>	
Auto Loan Interest	
Insurance	
Parking & Tolls	
License/Registration <small>(Please show the VLF fees separately)</small>	
Other	

I hereby acknowledge that I have prepared this schedule, and I confirm that I have proper records and receipts to support all of the amounts provided.

Signature

Date