Auto Expense Worksheet

Tax Year: \_\_\_\_\_\_\_\_\_

Name of business vehicle is used for: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of Vehicle: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Yes No

\_\_\_ \_\_\_ Was this vehicle available for use during off-duty hours?

\_\_\_ \_\_\_ Was another vehicle available for personal use?

\_\_\_ \_\_\_ Do you have evidence to support your deduction?

\_\_\_ \_\_\_ If “Yes,” if the evidence written?

**Mileage:** Number of miles the vehicle was driven during the calendar year

Business: \_\_\_\_\_\_\_\_\_

Medical: \_\_\_\_\_\_\_\_\_

Other: \_\_\_\_\_\_\_\_\_

If we have used actual expenses in the past instead of the standard mileage rate, please fill out section below with expenses paid during the calendar year:

Gas: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Repairs: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Insurance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tires: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licenses: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parking: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Interest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This information is true to the best of my knowledge

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_

Taxpayer Signature Spouse Signature Date