

CAR EXPENSES
(use a separate form for each vehicle)

Make/Model			
Date car placed in service			Did you trade in your car this year? Y or N
Y or N	Car available for personal use during off-duty hours?		Cost of trade-in
Y or N	Do you (or your spouse) have any other cars for personal use?		
Y or N	Do you have evidence?		Trade-in value
Y or N	Is your evidence written?		\$
			\$
			Actual Expenses
			*Do not record actual expenses if using standard mileage rate.
Mileage			Gas/oil
Beginning of year odometer			Insurance
End of year odometer			Parking fees/tolls
Business mileage	Jan.-June	July-Dec	Registration/fees
Commuting mileage			Repairs
Other mileage			Garage rent
<p><i>Generally, you can use either the standard mileage rate or actual expenses to calculate the deductible costs of operating your car for business purposes. However, to use the standard mileage rate, it must be used in the first year the car is available for business. In later years, you can then choose between either the standard mileage rate method or actual expenses.</i></p> <div style="background-color: #cccccc; height: 150px; width: 100%;"></div>			Rental Fees
			Licenses
			Interest
			Property tax
			Tires
			Tolls
			Lease addback
			Other expenses

Signature _____

Date: _____