

CAR AND TRUCK EXPENSES

You can choose to claim **ACTUAL** expenses OR the **CENTS PER MILE** method. Once you claim a method, you must continue using that same method each year.

For either method, you must show the following information on your tax return:

1. Year/Make/Model of Vehicle: _____

2. Total miles driven for the year: _____

3. Business miles driven for the year: _____

- The **CENTS PER MILE** method is business miles multiplied by the mileage allowance for the year:
2013 = .565 per mile, 2014 = .56 per mile, 2015 = .575 per mile, 2016 = .54 per mile

If you choose the **ACTUAL** expense method, you can claim:

Depreciation expense on the original cost of vehicle _____

When did you start using the car for business? _____

Diesel total for the year _____

Gas total for the year _____

Insurance _____

Interest on vehicle loan _____

License/Registration _____

Maintenance and Repairs _____

Oil Changes _____

Parking _____

Tires/Batteries _____

Washes/Detail _____

Other _____

The law requires that you maintain a mileage log for each vehicle. The log must include the beginning and ending odometer reading for the year as well as where you drove, why you drove there and the number of miles traveled.

I verify that I have documentation to support the deductions shown.

Signed: _____ Date: _____