

Car and Truck Expenses Organizer

Business or W-2 vehicle used for _____

Please note the IRS and many states California in particular are cracking down on car and truck expense deductions. You should only claim this deduction if you have the written evidence to support it.

General Information	Vehicle 1	Vehicle 2	Vehicle 3
1. Description of vehicle	_____	_____	_____
2. Date placed in service	_____	_____	_____
3. a. Ending mileage reading	_____	_____	_____
b. Beginning mileage reading	_____	_____	_____
c. Total miles for year (line 3a less line 3b)	_____	_____	_____
4. Business miles	_____	_____	_____
5. Total commuting miles	_____	_____	_____
Standard Mileage Rate			
6. Do you qualify for standard mileage (preparer use only)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Is this a leased vehicle	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Actual Expenses			
8. Gasoline, oil, repairs, insurance, etc	_____	_____	_____
9. Vehicle registration (excluding property tax)	_____	_____	_____
10. Vehicle lease or rent	_____	_____	_____
11. Parking fees, tolls and local transportation	_____	_____	_____
12. Interest payments on vehicle	_____	_____	_____
Depreciation/Dispositions			
13. Cost or basis	_____	_____	_____
14. Is this an electric vehicle	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
15. Date sold	_____	_____	_____
16. Date acquired (if different than line 2)	_____	_____	_____
17. Sale price	_____	_____	_____
Vehicle Questions			
18. Is another vehicle available for personal use	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
19. Was vehicle available during off duty hours	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
20. Was vehicle used by a greater than 5% owner or related person	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
21. Do you have evidence to support the business use claimed*	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
22. If Yes is the evidence in writing*	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

* If the answer is no you will not be able to take this deduction. Please also note that this is reported on your tax return and that you sign your tax return under penalty of perjury that everything stated on the return is true.