

VEHICLE EXPENSE WORKSHEET

(If claiming multiple vehicles, use a separate sheet for each)

Required for all claims:

- Do you have any other vehicle available for personal use? Yes No
- Do you have written mileage records to support your deduction? Yes No

IF You Deduct Costs: i.e.: You do **NOT** use the IRS mileage rate deduction, enter vehicle information below.

Make/Model of vehicle: _____

Tolls/Parking Fees \$ _____

Fuel Costs \$ _____

Repairs/Maintenance \$ _____

Insurance \$ _____

License/Vehicle Reg. \$ _____

– If 2020 was the first year your vehicle was used in business:

Purchase Price: \$ _____

Date placed in service: _____

Business miles driven in 2020: _____

Commuting miles driven in 2020: _____

Vehicle Mileage from odometer as of 1/1/20: _____

Vehicle Mileage from odometer as of 12/31/20: _____

*If you did not provide vehicle mileage as of 1/1/20 and 12/31/20 above, then provide the total amount
Of "other" miles driven in 2020 (other than business and commuting): _____

IF You Use IRS Mileage Rate For the Deduction:

Make/Model of Vehicle: _____

Tolls & Parking Fees: \$ _____

Business Miles driven in 2020: _____

Commuting miles driven in 2020: _____

Vehicle Mileage from odometer as of 1/1/20 _____

Vehicle Mileage from odometer as of 12/31/20 _____

*If you did not provide vehicle mileage as of 1/1/20 and 12/31/20 above, then provide the total amount
of "other" miles driven in 2020 (other than business and commuting): _____