

EXPENSE WORKSHEET FOR BUSINESS AUTO USAGE

COMPLETE ALL OF THE INFORMATION ON THIS FORM, OR YOU WILL NOT HAVE DEDUCTIBLE AUTO EXPENSES

NOTE: USE ONE FORM PER VEHICLE

CLIENT NAME _____

TAX YEAR _____

Description of the vehicle you used in business or for your travel expense		
Make: _____	Model: _____	Year: _____

What date did you start using this vehicle for business purposes: _____

PLEASE COMPLETE THIS WORK SHEET IN ORDER TO CLAIM AUTO EXPENSES

Odometer reading at the beginning of tax year: _____

Odometer reading at the end of tax year: _____

TOTAL MILES DRIVEN ALL YEAR: _____

(if you do not know your starting and ending mileage for last year, but know how many miles this vehicle was driven all year, please enter that amount on the "total miles driven" line)

How many miles did you drive strictly for business: _____

Average daily miles driven from home to work (round trip): _____

Did you? Own the vehicle Lease the vehicle
If you own: Did you use the Standard Mileage Rate last year or,
 Did you use the Expense/Depreciation Method.
Purchase/lease: Date: _____ Cost: \$ _____
If you lease: Monthly Lease Payment: \$ _____

If you used the expense method last year or have a leased vehicle, you must provide the following information:

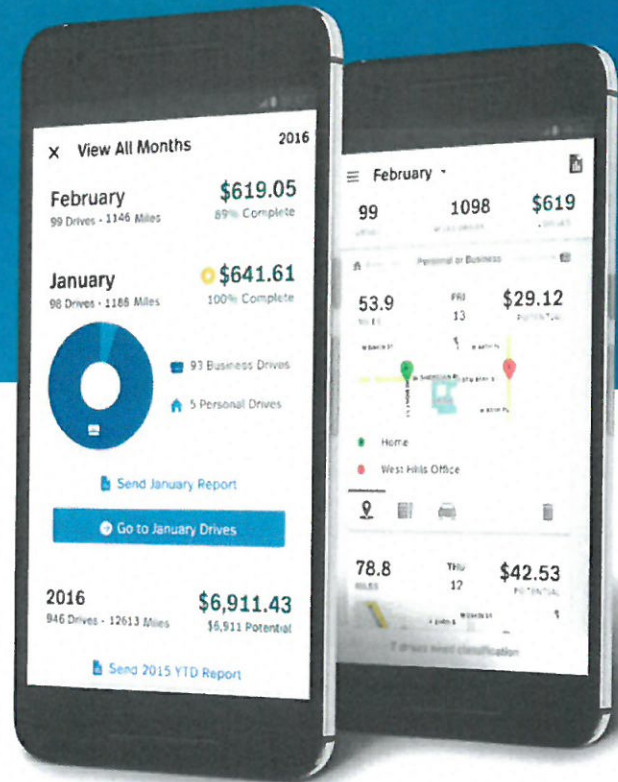
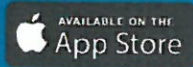
~ Fuel/Oil/Service Costs	\$ _____
~ Insurance	\$ _____
~ Repairs/Replacements - Tires/Batteries	\$ _____
~ Registration	\$ _____
~ Care & Maintenance	\$ _____
~ Other Expenses	\$ _____

Do you have a log? Yes No
Do you have receipts? Yes No
Were you reimbursed by your employer? Yes No If yes, How much \$ _____
Did you pay parking? Yes No If yes, How much \$ _____
Is another vehicle available for personal use? Yes No
Was the vehicle available for personal use during non-working hours? Yes No



Meet MileIQ.

Over 2 million users trust MileIQ to automatically log their mileage and help get their largest mileage deduction yet.



Automatic Detection

Capture every mile you drive, no start or stop required.



Easy Classification

Mark drives as business, personal, create a custom purpose with a swipe.



Personalized

Set your preferences, add vehicles, locations and let MileIQ cater to you.

EXCLUSIVE DISCOUNT

Save 20% on unlimited drives
by using the promo code: **TGIU611A**

Try MileIQ free for 40 drives per month. Download MileIQ by searching for "MileIQ" in the App Store or Google Play.

To upgrade to unlimited drives at the discounted rate:

- Step 1: Visit dashboard.mileiq.com
- Step 2: Sign in to your MileIQ account with the same username and password that you use in the app
- Step 3: Click "Get Unlimited Drives"
- Step 4: Use the promo code at checkout to take 20% off an annual plan

Answer to my prayers

"This app is working when you don't even know it."

★★★★★ -Daedaloo7

My accountant loves this app

"Now I can take all my mileage and back up my claim really well."

★★★★★ -Katj51

Love it

"It makes my tax life so much easier. Thanks!"

★★★★★ -Lindaxenia

Get Your Largest Mileage Deduction Using MileIQ

Your miles are worth a lot of money but only if you keep track of them. Learn how you can automatically track and log your mileage with MileIQ in five easy steps.

1 Download the MileIQ App

Go to the Apple App Store or Google Play and search for "MileIQ." Tap the "Get" or "Install" button.



2 Create Your MileIQ Account

Create an account with your preferred email and a password. You can also do this on a computer at MileIQ.com.

3 Track Every Single Drive

Get the most out of your miles with a MileIQ premium account. You can get an exclusive discount using this personal promo code:

- Log into your MileIQ account at dashboard.mileiq.com from a desktop or laptop computer (use the same email and password as the app)
- Click the "Get Unlimited Drives" button at the top of the screen
- Choose the Per Year plan and enter the promo code:
- Enter payment info, check out and watch those miles add up!

4 Drive & Classify Your Trips

Just drive. MileIQ automatically captures drives in the background—no starting or stopping required.

To classify, swipe drives to the right for business and swipe to the left for personal. You can also classify in bulk via the web dashboard.

5 Send Your Reports

Simply use the "reports" button in the app or web dashboard for compliant, accurate mileage logs.

20% Off MileIQ
with promo code: TGIU611A

How To Redeem A Promo Code | mileiq.com/promo-code