VEHICLE AND TRAVEL EXPENSE

Client:		ID#	Tax Year 2020
The purpose of this worksheet is to be deductible, it must be consiexpenses. Do not include expense	to help you organize you dered an "ordinary and n ses for which you have b	r tax deductible business expenses. ecessary" expense. You may include een reimbursed, expect to be reimbu	In order for an expense e other applicable rsed, or are reimbursable.
Vehicle Expense		Vehicle Expense	
Description of vehicle		Insurance	
		Auto license/reg	
Date placed in service		Personal property tax	
		Lease payments	
Odometer reading		Interest	
beginning of year		Auto club	
Odometer reading		Warranty	
end of year		Smog Certificate	
Total miles		Other	
		Other	
Business miles		Total	
Commute miles		Travel Exp	pense
		Airfare, train	
Daily average		Car rental & gas	
round-trip commute		Parking, tolls	
Personal miles		Taxi, bus, shuttles	
		Lodging	
Is car leased?	Yes	Meals	
1 (5	No	Entertainment	
Is car owned (or financed)	Yes	Tips	
\A/ (I : I : I	No	Telephone	
Was this vehicle	Yes	Dry Cleaning	
depreciated in a prior year?	No	Number of days out of town	
Gas, lube, oil		Other	
Repairs & Maintenance		Other	
Tires		Total	
Towing		Total	
	Other Ir	nformation	

Prepared By: