

VEHICLE EXPENSE WORKSHEET

COMPLETE A SEPARATE WORKSHEET FOR EACH VEHICLE WITH BUSINESS USE

VEHICLE INFORMATION

Taxpayer name: _____ Tax year: _____

Vehicle make: _____ Vehicle model: _____ Vehicle year: _____

Type of vehicle? Auto Truck/Van/SUV Heavy vehicle Other (describe) _____

PURCHASE / SALE INFORMATION

Date of purchase (If purchased in current tax year provide purchase invoice) _____

Date of disposition (If sold in current tax year provide sales invoice) _____

Date in service: From _____ To _____

YES **NO**

1. Is the vehicle leased (not owned at the end of the monthly payments)? _____

MILEAGE

Number of business miles driven in tax year 2025 _____

Number of personal/commuting driven in tax year 2025 _____

Number of total miles driven in tax year 2025 _____

YES **NO**

2. Is there evidence to support the business use claimed? _____

A. If yes is the evidence written?* _____

* Please note the IRS requires mileage logs to be maintained to substantiate a business deduction for vehicle expenses.

EXPENSES

Interest paid on vehicle loan in 2025 _____

Tolls _____

Parking for travel _____

Total lease payments in 2025
(If vehicle leased and not owned) _____

ADDITIONAL EXPENSES (Omit if using the IRS standard mileage method)

Gasoline _____

Repairs, maintenance _____

Tires, supplies _____

Vehicle insurance _____

Vehicle registration _____