AUTO EXPENSE WORKSHEET

Please complete this worksheet so that we can calculate the correct amount of your auto expense deduction. If you want to use the "easy" but sometimes disadvantageous method (i.e., the standard mileage method - **now** also allowable for leased autos), just complete the items marked with an "*". Otherwise, complete all of the items and we will use the actual expense method (if it produces a higher deduction).

If auto mileage and expenses are approximately the same as last year, check the box (do not complete the rest of the form). For IRS substantiation purposes, however, we recommend that you complete the worksheet. ☐

Type of car and year (please be very specific)_____

*Date placed in service for business purposes (if first used for business in 2000)_____

*Number of miles driven in 2000: **Business** + **Commuting** + **Other** = **Total**

_____ _____ _____ _____

Vehicle cost if placed in service in 2000 (or value if purchased in a prior year)_____

Gas (please list either (1) your actual gas expense incurred for the year, or (2) the estimated cost per gallon of gas you used and how many miles per gallon of gas your auto gets).

_____

Insurance (allocate to business-use car if the premium is for more than one car)_____

*Interest on car payments_____

Car lease payments (if leased)_____

Repairs, oil & inspection, tires etc._____

Car license fee & AAA_____

*Parking fees & tolls (business-use portion only)_____

Other car expenses_____

Please list any amount reimbursed, if applicable_____

Note: The IRS requires that you provide the following information.

*Do you (or your spouse) have another vehicle available for personal purposes?
Yes__ No__ Leave Blank__

*Do you have evidence to support your deduction? Yes__ No__ Leave Blank__

*If yes, is the evidence written? Yes__ No__ Leave Blank__

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