

**Vehicle Recap – Mileage Recorder**  
(Required each year regardless of method)

\*Vehicle expenses can be deducted using the standard mileage allowance or actual expense method. The method used for each vehicle must be consistent for all future years once a deduction for a vehicle has been taken. If change is necessary please schedule a consultation to discuss the change with your preparer.

		Odometer				
	<u>Description:</u>	<u>Beginning:</u>	<u>Ending:</u>	<u>Total Miles:</u>	<u>Business Miles:</u>	<u>Business Description:</u>
Ex:	2003 Ford F250	125,000	165,000	40,000	35,463	Carpentry Business
1.	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____	_____
7.	_____	_____	_____	_____	_____	_____
8.	_____	_____	_____	_____	_____	_____

The above represents vehicle usage that has been honestly documented with **written mileage logs**. I will maintain these logs and be sure they are available for review in case of audit by a government entity. I am aware that if this is not accurate or the records are not available upon audit that I will owe additional taxes, penalties, and interest.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_