

RECORDKEEPING REQUIREMENTS

- Is there evidence to support the business use percentage claimed? Y/N
- Is the evidence written? Y/N
- Was the vehicle available for personal use during off-duty hours? Y/N
- Is another vehicle available for personal use? Y/N
- Was the vehicle used by a 75% owner/relative? Y/N

MILEAGE DATA

Vehicle Year, Make, Model:

Beginning Odometer at 1/1

Ending Odometer at 12/31

Total Miles Driven for Year

Total Business Miles

(B)

Total Charity Miles

(CH)

Total Medical Miles

(M)

Total Commuting Miles

(COM)

Total Personal Miles

(Total Miles - Business, Charity, Medical, and Commuting Miles)

