You can choose to claim ***ACTUAL*** expenses ***OR*** the ***CENTS PER MILE*** method.

Once you claim a method, you must continue using that same method each year.

\*\*\*\*\*\*For either method, you must show the following information on your tax return\*\*\*\*\*\*

Year/Make/Model of Vehicle \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Business Miles \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Miles \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* The ***CENTS PER MILE*** method is business miles multiplied by the mileage allowance for the year:
* 2017 = .535 per mile, 2018 = .545 per mile

\*\*\*\*\*\*If you choose the ***ACTUAL EXPENSES*** method\*\*\*\*\*\*

Gas/Diesel total for the year\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Oil changes \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tires and batteries \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Repairs and maintenance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AAA/Motor Club \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Washes/Details \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Insurance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Interest paid on auto loan \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lease payments \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

License/Registration \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parking fees and tolls \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***For year of purchase***:

Original cost of the vehicle (if purchased in current year) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of purchase (if purchased in current year) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***The law requires that you maintain a mileage log for each vehicle. The log must include the beginning and ending odometer reading for the year as well as where you drove, why you drove there and the number of miles traveled each business trip.***