

Automobile Expenses Checklist

Automobile Kilometers

Track your personal and business kilometers by using a paper log book or a mileage tracking app.

If you use more than one vehicle for business, keep separate records for each vehicle.

Paper Log Book - please record the following

- Date
- Destination
- Purpose
- Number of kilometers you drove

Milage Tracking Apps

- TripLog
- MileIQ
- Quickbooks

Did you change vehicles during the fiscal year? ☐ Yes ☐ No

If you answered yes, provide the description of automobile: _____

Date of change _____ Final odometer reading of vehicle _____

Please provide the following:

- ☐ Bill of Sale
☐ Financing Agreement
☐ Lease Agreement

Estimate of automobile value _____

	Automobile description	Total kilometres driven to earn income	Total kilometres driven in the fiscal year
Vehicle 1			
Vehicle 2			
Vehicle 3			

Total Yearly Payments and Maintenance

Fuel & Oil \$ _____
Insurance \$ _____
Lease Payment \$ _____
Licenses \$ _____

Loan Interest \$ _____
Repairs & Maintenance \$ _____
Other \$ _____