

MCCOY'S ACCOUNTING AND TAX SERVICES, INC.

Minimum Tax Liability, Maximum Tax Benefits

Vehicle Use Checklist

The following is a Vehicle Use checklist. Not all items will apply to everyone. Either gas and actual expenses can be claimed or mileage. Not both. If claiming actual expenses be sure to keep your receipts for proof of expenses.

Whether you have an appointment or send your information to us, the following is needed.

Vehicle One

Make, Model & Year

Miles Driven:

Business _____

Total for year _____

Actual Expenses:

Purchase Price _____

Loan Interest Paid _____

Lease Payments _____

Insurance _____

Excise Tax _____

Gasoline _____

Repairs _____

Maintenance _____

Tolls _____

Other _____

Vehicle Two

Make, Model & Year

Miles Driven:

Business _____

Total for year _____

Actual Expenses:

Purchase Price _____

Loan Interest Paid _____

Lease Payments _____

Insurance _____

Excise Tax _____

Gasoline _____

Repairs _____

Maintenance _____

Tolls _____

Other _____