

Auto & Travel Expense

Please complete this section if auto is used for business. DO NOT complete this section if auto is used only for commuting to and from work and for personal travel.

**Taxpayer /
Vehicle 1**

**Spouse/
Vehicle 2**

Description of Vehicle Make/Model		
Date Originally Purchased or Leased		
Total Miles Auto Driven, Personal & Business		
Cost or Value of Vehicle		
Business Miles Driven		
For Employer		
To Professional Meetings		
Between 1st & 2nd Job		
From Job to School		
Job Seeking		
Investment/Tax Preparation		
Rental		
Self-employed Business		
Other		
Average Daily Round-Trip Commute		
Total Commuting for the Year		

Parking		
Gasoline, Oil Lubrication		
Repairs & Maintenance (Tires, Batteries, Etc).		
Insurance		
License & Taxes		
Interest		
Wash & Wax		
Lease Payments		
Other (AAA, Smog, etc)		

AWAY FROM HOME BUSINESS TRAVEL EXPENSES

Air Fare		
Auto Rental, Taxi, Etc.		
Meals and Tips		
Lodging and Tips		
Laundry		
If Reimbursed, Days away Overnight (Itinerary Required)		
Other (Eg, Tips, Luggage, Sundries)		
SUBTOTAL	-	-
TOTAL		