

MOTOR VEHICLE EXPENSE WORKSHEET

TAX YEAR _____

REMEMBER – A TRIP LOG AND RECEIPTS MAY BE REQUIRED BY CRA TO CLAIM THE DEDUCTION

CLIENT NAME: _____

SIGNATURE _____

BUSINESS NAME: _____

DATE _____

DESCRIPTION, YEAR, MAKE, MODEL

TOTAL KMS DRIVEN PER ODOMETER FOR YEAR

TOTAL KMS DRIVEN FOR BUSINESS

	NET	HST	TOTAL
FUEL	_____	_____	_____
MAINTENANCE, REPAIRS	_____	_____	_____
INSURANCE	_____	_____	_____
LICENSE, REGISTRATION	_____	_____	_____
INTEREST EXPENSE IF FINANCED	_____	_____	_____

PURCHASE OF VEHICLE IN YEAR:

DESCRIPTION, YEAR, MAKE, MODEL _____

PURCHASE DATE _____

PURCHASE PRICE INCL. TAXES _____

TRADE IN VALUE _____

LEASING OF VEHICLE IN YEAR:

DESCRIPTION, YEAR, MAKE, MODEL _____

DATE OF LEASE START _____

DATE OF LEASE TERMINATION _____

SECURITY DEPOSIT _____

TOTAL LEASE PAYMENTS INCL HST IN YEAR _____

ATTACH COPY OF PURCHASE OR LEASE AGREEMENT