

Name(s) Shown on Return _____

Social Security Number _____

Activity: _____

Part I – Vehicle Information

- 1 Make and model of vehicle Example: Ford Taurus
- 2 Date placed in service Example: 06/15/2016
- 3 Type of vehicle
- 4 a Ending mileage reading Enter mileage readings, or
b Beginning mileage reading enter total miles on line 4c
c **Total miles** vehicle was driven during the year Line 4a less line 4b
- 5 Number of miles driven for business
- 6 Number of miles driven for commuting Travel between home and work
- 7 Number of miles driven for personal purposes 0 Line 4c less line 5 and 6
- 8 Percent of business use % Line 5, divided by 4c
- 9 a Have record of personal mileage for full year? ☐ Yes ☐ No
b Months for special allocation See Tax Help
- 10 Do you have another vehicle available for personal use? ☐ Yes ☐ No
- 11 Was the vehicle available for personal use during off duty hours? ☐ Yes ☐ No
- 12 Was the vehicle used primarily by a more than 5% owner of the business or related person? ☐ Yes ☐ No
- 13 a Do you have evidence to support the business use claimed? ☐ Yes ☐ No
b If **Yes**, is the evidence written? ☐ Yes ☐ No

Part II – Standard Mileage Rate

- 14 Did you own this vehicle, lease this vehicle, or was it not your vehicle? ☐ Own ☐ Lease
Not my vehicle
 - 15 Did you use this vehicle for hire? ☐ Yes ☐ No Example: taxicab
 - 16 Did you use less than 5 vehicles for business at a time? ☐ Yes ☐ No
 - 17 If you **owned** this vehicle, did you use the standard mileage rate for this vehicle's first year, OR if you **leased** this vehicle, did you use the standard mileage rate for the portion of the lease period after 1997? ☐ Yes ☐ No Only applies to vehicles placed in service in prior years
- If you answered Own or Lease to line 14, and Yes to lines 16 and 17 you can take standard mileage for this vehicle (note: Line 15, vehicle for hire, is now allowed):**

18 **Standard mileage deduction** line 5 times _____

Part III – Actual Expenses

- 19 a Gasoline
b Oil
c Tires
d Repairs
e Vehicle insurance
f Vehicle registration, license (excluding property tax)
g Garage rent
- h Vehicle lease or rental fees:
1 30 days or more
2 29 days or less
3 Total vehicle lease/rental fees
- i Leased vehicle inclusion amount:
1 Year lease began
2 FMV of leased vehicle
3 Number of lease days in year
4 Inclusion amount
- j Other

- 20 Expenses subtotal Sum of lines 19a thru 19j
- 21 Expenses applicable to business Line 20 times line 8
- 22 Vehicle depreciation and Section 179 From Part VI
- 23 **Total actual expenses** Line 21 plus line 22

Vehicle: _____
 Activity: _____



Part IV – Standard Mileage versus Actual Expenses

- 24 ☐ Standard mileage _____ The program automatically chooses the method
 25 ☐ Actual expenses _____ that gives you the largest deduction. Check the
 other method if you want to use it instead.

Part V – Total Car and Truck Expenses

- 26 Line 24 or line 25 _____
 27 Additional expenses:
 a Parking fees _____
 b Tolls _____
 c Local transportation _____
 d Property taxes (include property tax
 portion of registration) _____
 e Less: personal portion of property taxes (_____)
 f Interest on vehicle _____
 g Less: personal portion of vehicle interest (_____)
 28 Total expenses _____ Sum of lines 26 & 27a thru 27g.
 29 Less: business portion of lease or rental fees Line 19h - 19i times line 8.
 less inclusion amount (if using actual expenses) (_____) Reported separately.
 30 Less: depreciation and Section 179 (if using From line 22.
 actual expenses) (_____) Reported separately.
 31 **Total car and truck expenses** _____

Part VI – Vehicle Depreciation Information

- 32 For vehicle converted from personal use, complete lines a and b
 For vehicle acquired by trade-in, complete line c only
 a Total cost when acquired _____ include sales tax
 b FMV when placed in service _____
 c Vehicle basis _____
 33 Enter the amount of Section 179 expense elected _____ Cannot be greater than
 limit shown below.
 34 Depreciation and Section 179 limit for luxury cars _____ See Tax Help for computation.
 35 a **Economic Stimulus** - Qualified Property ☐ Yes ☐ No
 b **Qualified Disaster Area** - Qualified Property ☐ Yes ☐ No
 c **Kansas Disaster Zone** - Qualified Property ☐ Yes ☐ No
 d **Gulf Opportunity Zone** - Qualified Property ☐ Reg ☐ Ext ☐ No
 e Percentage for Special Depreciation Allowance ☐ 100% & 50% ☐ 30% ☐ N/A
 f Elect OUT of Special Depreciation Allowance ☐ Yes ☐ No
 g Elect 30% in place of 50% Special Depreciation Allowance ☐ Yes ☐ No
 h **QuickZoom** to view the Election statements ►
 i Special Depreciation Allowance _____
 j AMT Special Depr Allowance _____

If blank, prior depreciation from Asset Life History is used. Required if sold, or if standard mileage rate used in a prior year.

- 36 Prior depreciation _____
 37 **Depreciation deduction** ► ☐ Limited to luxury car maximum.
 If blank, prior depreciation from Asset Life History is used. Required if sold, or if standard mileage rate used in a prior year.
 38 AMT prior depreciation 0 .
 39 AMT depreciation deduction _____ ☐ Limited to luxury car maximum.
 40 AMT adjustment/preference _____ See Tax Help for computation.
 41 **QuickZoom** to Asset Life History ►