

## BUSINESS VEHICLE USE

The IRS requires adequate records in order for you to take a deduction for business use of your automobiles in 2021.

Form 4562 Depreciation and Amortization or Form 2106 Employee Business Expenses must be attached to your tax return if you have an automobile expense deduction. These forms require the listing of every automobile, and the reporting of total miles, business miles, and personal miles driven during 2021. Without records to substantiate this, there is no deduction allowed for automobile business usage. The computation of your business and personal mileage must be written. We are not required to see this computation. We do need this information in summary at the time of your income tax interview. It will be most helpful if you will fill out the following information and bring it in with your other income tax information.

	<b>AUTO 1</b>	<b>AUTO 2</b>	<b>AUTO 3</b>
Year and Make	_____	_____	_____
Business Miles	_____	_____	_____
Commuting Miles	_____	_____	_____
Other Personal Miles	_____	_____	_____
= Total 2021 Miles	_____	_____	_____
Ending odometer reading	_____	_____	_____

Do you have evidence to support the business miles? \_\_\_\_\_

Is the evidence for business miles written somewhere? \_\_\_\_\_

(We have free mileage logs available at all of our offices)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

	<u>2022</u>	<u>2021</u>
<b>Business mileage Rate</b>	<b>\$ .585/mile</b>	<b>\$ .56/mile</b>
<b>Medical/Moving Mileage Rate</b>	<b>\$ .18/mile</b>	<b>\$ .16/mile</b>
<b>Charitable Mileage Rate</b>	<b>\$ .14/mile</b>	<b>\$ .14/mile</b>