

VEHICLE WORKSHEET

For additional information, please see the links provided on page 2

Identification

Name:	
Tax year:	

A mileage log is required upon request by the CRA for all vehicle claims.

General information

General information	Vehicle 1	Vehicle 2
Did you use this vehicle in the course of employment? If yes, for what employer(s): <div style="background-color: #e0e0e0; height: 15px; width: 100%; margin-top: 5px;"></div>	Y: <input type="checkbox"/> N: <input type="checkbox"/>	Y: <input type="checkbox"/> N: <input type="checkbox"/>
Did you use this vehicle in the course of self-employment? If yes, for what business(es): <div style="background-color: #e0e0e0; height: 15px; width: 100%; margin-top: 5px;"></div>	Y: <input type="checkbox"/> N: <input type="checkbox"/>	Y: <input type="checkbox"/> N: <input type="checkbox"/>
Did you use this vehicle in the course of real estate rental? If yes, for what property(ies)? <div style="background-color: #e0e0e0; height: 15px; width: 100%; margin-top: 5px;"></div>	Y: <input type="checkbox"/> N: <input type="checkbox"/>	Y: <input type="checkbox"/> N: <input type="checkbox"/>
Are you a GST/HST registrant? If yes, HST number: <div style="background-color: #e0e0e0; width: 100px; height: 15px; display: inline-block; margin-left: 10px;"></div> <i>Registrants please exclude HST in numbers below.</i> <i>Non-registrants please include HST in numbers below.</i>	Y: <input type="checkbox"/> N: <input type="checkbox"/>	Y: <input type="checkbox"/> N: <input type="checkbox"/>

Vehicle make and model

Vehicle make		
Vehicle model		
Vehicle year		

Vehicle mileage

Total kilometers driven for employment purposes		
Total kilometers driven for self-employment purposes		
Total kilometers driven for rental purposes		
Total kilometers driven in the year (i.e. ending - opening odometer)		

Vehicle purchase or sale

	Vehicle 1	Vehicle 2
Did you purchase the vehicle in the current tax year? <i>If yes, please provide a copy of the bill of sale.</i>	Y: <input type="checkbox"/> N: <input type="checkbox"/>	Y: <input type="checkbox"/> N: <input type="checkbox"/>
Did you sell or trade-in the vehicle in the current tax year? <i>If yes, please provide a copy of the bill of sale.</i>	Y: <input type="checkbox"/> N: <input type="checkbox"/>	Y: <input type="checkbox"/> N: <input type="checkbox"/>

Vehicle lease payments

Did you begin leasing the vehicle in the current tax year? <i>If yes, please provide a copy of the lease agreement.</i>	Y: <input type="checkbox"/> N: <input type="checkbox"/>	Y: <input type="checkbox"/> N: <input type="checkbox"/>
Did your lease end in the current tax year? If yes, on what date? Did you exercise an option to purchase? <i>If yes, please provide a copy of the purchase agreement.</i>	Y: <input type="checkbox"/> N: <input type="checkbox"/> Y: <input type="checkbox"/> N: <input type="checkbox"/>	Y: <input type="checkbox"/> N: <input type="checkbox"/> Y: <input type="checkbox"/> N: <input type="checkbox"/>
Lease payments made in the year:		

Vehicle expenses (total for tax year)

Fuel		
Insurance (include PST)		
License and registration		
Maintenance and repairs		
Interest on financing		
Tolls/407 ETR		
Parking fees		
Employer vehicle expense reimbursements		

Notes to the Tax Team**For more Information**

[CRA Guide to Motor Vehicle Expenses](#)

[CRA Guide to deducting motor vehicle expenses from employment income](#)

[CRA Guide to deducting motor vehicle expenses from self-employment income](#)

[CRA Guide to deducting motor vehicle expenses from rental income](#)

Mileage Tracking Apps and Software

[Driversnote](#)

[MileIQ](#)

[QuickBooks Mileage Tracker](#)