

**2023 BUSINESS USE OF VEHICLE WORKSHEET
(COMPANY-OWNED VEHICLES)**

Company Name

Date

Description of Vehicle

“Company-Owned” vehicles are those vehicles titled in the name of your business and NOT in your individual name.

Is this vehicle titled in the name of the business? Yes No

If the vehicle is titled in your personal name, **STOP HERE** and complete the 2021 Business Use of Personally-Owned Vehicle Worksheet.

1. Was the vehicle purchased this tax year? If yes, provide purchase documentation.
2. If there is a balance outstanding on a vehicle loan at the end of the tax year, provide the end of year loan statement

Mileage Information (REQUIRED)

(Summarized from your mileage log detail) ***

Odometer reading (beginning of year) _____

Odometer reading (end of year) _____

Total Miles _____

 Commuting miles _____

 Personal miles _____

 Business Miles _____

ALL of the Mileage Information above is required to claim vehicle deductions.

(Complete a separate worksheet for each vehicle)

***** The IRS requires taxpayers to maintain a vehicle mileage log to substantiate deductions related to the business use of a vehicle company-owned vehicle.**