AUGUST (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

SEPTEMBER (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

OCTOBER (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

Codes For Purpose

A = Away from home overnight for business.
C = Continuing education (work related).
E = Employment transportation, not away overnight.
H = Health care.
I = Investment management.
J = Job seeking.

NOVEMBER (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

DECEMBER (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

SUMMARY OF MILES

(This car, period from _____ to _____)

Away overnight		Prof./Trade mtgs.	
Continuing education		Rental property	
Employmt., not o'nite		Second job	
Health care		Tax return prep.	
Invest. mgmt.		Union mtgs.	
Job seeking		Vol. svs., charity	
Moving expense		Other	

M = Moving personal residence.
P = Professional/Trade Assoc. meetings, volunteer services.
R = Rental income property management & service.
S = Second job transportation.
T = Tax return preparation.
U = Union meetings, volunteer services.
V = Volunteer services for charity.

RECORD OF AUTO MILEAGE for 20____

Client Name _____

Car _____

Odometer readings:

December 31 (or date disposed of) _____

January 1 (or date acquired) _____

TOTAL MILES THIS CAR, THIS YEAR _____

WHY BOTHER?

An itemized deduction is generally allowed for transportation expense for: (a) medical care, (b) serving a charitable organization, (c) certain household moves, (d) management or maintenance of investments, (e) tax return preparation or audit, and (f) an employee who has job connected transportation (other than commuting) which has not been reimbursed.

In addition, deductions may be taken for required transportation in connection with the operation of a business, a farm, or rental income property.

All deductions for auto use require substantiation by "adequate" records. To be "adequate" they must generally be written at or near the time of the event.

Under these rules, no deductions are allowed for estimates or approximations. Each and every deductible trip should be recorded in this booklet on the same day or reasonably close to the same time as the event.

You should keep this record separately for each vehicle that has any deductible use.

Florez Tax & Consulting

FREQUENT TRIPS

FROM:	TO:	MILES

JANUARY (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

CODES FOR PURPOSE:

- A = Away from home overnight for business.
- C = Continuing education (work related).
- E = Employment transportation, not away overnight.
- H = Health Care.

FEBRUARY (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

MARCH (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

APRIL (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

- I = Investment management.
- J = Job seeking.
- M = Moving personal residence.
- P = Professional/Trade Assoc. meetings, volunteer services.

MAY (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

JUNE (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

JULY (or Period from _____ to _____)

DATE	PURPOSE (or CODE)	WHERE TO WHERE	MILES	Park/Tolls

- R = Rental income property management service.
- S = Second job transportation.
- T = Tax return preparation.
- U = Union meetings, volunteer services.
- V = Volunteer services for charity.