

MOTOR VEHICLE SCHEDULE

Generally, no tax deduction is allowed unless the claim can be substantiated by documentary evidence such as receipts and invoices.

(You can't claim a deduction if the cost was met or reimbursed by your employer)

MOTOR VEHICLE EXPENSES (There are two methods for claiming motor vehicle expenses - Cents per km and logbook)

Log Book Method

In order to use this method you **MUST** have a valid logbook kept for a minimum of 12 weeks

You are required to complete a new logbook for a change of employment/position or if you start using a new/different car

Do you have a logbook?	Y / N
Time period covered by logbook	
Vehicle Make & Model	
Registration No.	
Total Km's travelled in Financial Year	
Business Km in Log Book Period	
Total Km's in Logbook Period	
Your calculation of Work use %	
EXPENSES	TOTAL
Fuel	
Registration	
Insurance	
Repairs & Maintenance	
Interest on Finance (not repayments)	
Lease/Hire Purchase Repayments	
Roadside Assistance	
Parking	
Tolls	
Other (Provide details)	

Please ensure our office has a copy of your finance paperwork (if applicable)		
Did you buy or sell a motor vehicle during the year?	Y	N
If yes, please provide all supporting documents regarding the sale and/or purchase		
Cents per Km Method		
In order to use this method you MUST have a valid record/diary of total work related km's travelled		
Do you have a diary of km's travel?	Y	/ N
Work kms travelled (max 5000km)		
Vehicle Make & Model		
Registration No.		

I confirm that the above is true and correct and I have the substantiation documentation to support the information provided.

Name: _____

Signature: _____

Date: _____