

EXPENSE FORM



Automobile Expenses

Tax Year: _____

Client Name: _____

Business Name: _____

If you are registered for GST/HST, please split out the GST/HST

Description of Auto: _____

Total Business Kilometres driven in year: _____

Total Kilometres driven in year: _____

	Net (excluding GST/HST)	GST/HST	TOTAL
Fuel (gasoline, propane, oil)			
Maintenance & Repairs			
Insurance			
License & Registration			
Other			

INTEREST EXPENSE

Date interest payment commenced: _____

Date interest payments terminated: _____

Total interest paid in year: _____

PURCHASE OF AUTOMOBILE IN YEAR*

Description of Auto: _____

Purchase Date: _____

Purchase cost incl. taxes, but before trade in value: _____

Trade in value/resale proceeds: _____

LEASING OF AUTOMOBILE IN YEAR*

Date lease commenced: _____

Date lease terminated: _____

Amount of security deposit/down payment: _____

Total lease payments in year: _____

****ATTACH A COPY OF YOUR PURCHASE INVOICE OR LEASE AGREEMENT***

SIGNATURE

DATE