



AUTOMOBILE EXPENSES

Please provide TOTAL expenses (do not prorate) for each vehicle used for business purposes during the year

	Vehicle 1	Vehicle 2
Used by:	_____	_____
Was the vehicle purchased or leased?	_____	_____
Make of vehicle	_____	_____
Date of acquisition / Date lease began	_____	_____
Date of disposition / Date lease terminated	_____	_____
If purchased, cost before GST/HST and PST *	_____	_____
GST/HST and PST	_____	_____
Value of employer provided vehicle	_____	_____
Kilometres driven for business in the year	_____	_____
Kilometres driven in the year (total)	_____	_____
Total expenses incurred		
Fuel and oil	_____	_____
Maintenance and repairs	_____	_____
Insurance	_____	_____
License and registration	_____	_____
Interest	_____	_____
Monthly lease cost	_____	_____
Auto club (CAA)	_____	_____
Car washes	_____	_____
Parking for this automobile	_____	_____
Other (provide details)		
_____	_____	_____
_____	_____	_____
_____	_____	_____

*** Alternatively, please provide purchase agreement (showing purchase price, trade-in-value and down payment), or lease agreement (showing Manufacturers List Price and down payment), as applicable.**