

**Car And Truck Expenses**  
(Employees use ORG17 – Employee Business Expenses)

**ORG18**

| GENERAL INFORMATION-   | Vehicle 1  | Vehicle 2  | Vehicle 3  |
|--|--|--|--|
| 1 Description of vehicle.....  |  |  |  |
| 2 a Date placed in service.....  |  |  |  |
| b Date acquired, if different from line 2a.....                                  |  |  |  |
| 3 Enter detail on lines 3a and 3b, or total on line 3c:                          |  |  |  |
| a Ending mileage reading.....  |  |  |  |
| b Beginning mileage reading.....   |  |  |  |
| c Total miles for the year (line 3a less line 3b).....                           |  |  |  |
| 4 a Business miles 01/01/202_ thru 06/30/202_.....                               |  |  |  |
| b Business miles 07/01/202_ thru 12/31/202_.....                                 |  |  |  |
| 5 Total commuting miles.....   |  |  |  |
| STANDARD MILEAGE RATE  | Vehicle 1  | Vehicle 2  | Vehicle 3  |
| 6 Do you qualify for standard mileage? (Preparer Use).....                       | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 7 Is this a leased vehicle?.....   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| ACTUAL EXPENSES  | Vehicle 1  | Vehicle 2  | Vehicle 3  |
| 8 Gasoline, oil, repairs, insurance, etc.....                                    |  |  |  |
| 9 Vehicle registration fee (excluding property tax).....                         |  |  |  |
| 10 Vehicle lease or rental fee.....  |  |  |  |
| 11 Inclusion amount (Preparer Use Only).....                                     |  |  |  |
| 12 Depreciation (Preparer Use Only).....   |  |  |  |
| 13 Parking fees, tolls, and local transportation.....                            |  |  |  |
| 14 Portion of vehicle registration fee based on value.....                       |  |  |  |
| 15 Interest on vehicle.....  |  |  |  |
| DEPRECIATION/DISPOSITIONS  | Vehicle 1  | Vehicle 2  | Vehicle 3  |
| 16 Cost or basis.....  |  |  |  |
| 17 Is this an electric vehicle?.....   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 18 Is this qualified Indian reservation property?.....                           | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 19 Type of vehicle (Preparer Use).....   |  |  |  |
| 20 Section 179 expense (Preparer Use).....                                       |  |  |  |
| 21 Qualified Property for Economic Stimulus? (Preparer Use).....                 | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 22 Qualified Property for Qualified Disaster Area? (Preparer Use).....           | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 23 Kansas Disaster Zone? (Preparer Use).....                                     | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 24 Qualified GO Zone Property (Preparer Use).....                                | <input type="checkbox"/> Reg <input type="checkbox"/> Ext <input type="checkbox"/> N/A     | <input type="checkbox"/> Reg <input type="checkbox"/> Ext <input type="checkbox"/> N/A     | <input type="checkbox"/> Reg <input type="checkbox"/> Ext <input type="checkbox"/> N/A     |
| 25 Percentage for SDA? (Preparer Use).....                                       | <input type="checkbox"/> 100%/50% <input type="checkbox"/> 30% <input type="checkbox"/> No | <input type="checkbox"/> 100%/50% <input type="checkbox"/> 30% <input type="checkbox"/> No | <input type="checkbox"/> 100%/50% <input type="checkbox"/> 30% <input type="checkbox"/> No |
| 26 Elect OUT of SDA? (Preparer Use).....   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 27 Elect 30% in place of 50% SDA (Preparer Use).....                             | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 28 Date sold.....  |  |  |  |
| 29 Sales price.....  |  |  |  |
| 30 Expense of sale.....  |  |  |  |
| 31 Gain/loss basis, if different (Preparer Use).....                             |  |  |  |
| 32 AMT gain/loss basis, if different (Preparer Use).....                         |  |  |  |
| VEHICLE QUESTIONS  | Vehicle 1  | Vehicle 2  | Vehicle 3  |
| 33 Is another vehicle available for personal use?.....                           | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 34 Was vehicle available during off duty hours?.....                             | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 35 Was vehicle used primarily by a greater than 5% owner or related person?..... | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 36 Do you have evidence to support the business use claimed?.....                |  |  | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |
| 37 If yes, is the evidence written?.....   |  |  | <input type="checkbox"/> Yes <input type="checkbox"/> No                                   |