

2018 Personal Use of Vehicles Worksheet

Company Name: _____

Vehicle #: _____ Year & Make: _____

2018 Total Miles: _____

2018 Commuting & Personal Miles: _____

Fair Market Value: _____

Number of Days Available for Use in 2018: _____

Employee Code: _____

Employee Name: _____

Do you have evidence to support business miles? Yes No

Is the evidence for business miles written somewhere? Yes No

Name of person authorizing information

Signature

Date