VEHICLE, TRAVEL & ENTERTAINMENT EXPENSE

Vehicle Expense		Vehicle Expense	Vehicle Expense	
Description of vehicle		Insurance		
		Auto license/reg		
Date placed in service		Personal property tax		
		Lease payments		
Odometer reading		Interest		
beginning of year		Auto club		
Odometer reading		Warranty		
end of year		Smog Certificate		
Total miles				
		Other		
Business miles		Total		
Commute miles		Travel & Entertainment Expens	е	
D. 1		Airfare, train		
Daily average		Car rental & gas		
round-trip commute		Parking, tolls		
Personal miles		Taxi, bus, shuttles		
		Lodging		
Is car leased?	Yes	Mode		
	No	Entortainment		
Is car owned (or financed)	Yes	T'		
	NO	Telephone		
Was this vehicle	Yes	Dry Clooning		
depreciated in a prior year?	No	Number of days out of town		
Gas, lube, oil		Other		
Repairs & Maintenance		Other		
Tires				
Towing		Total		

Prepared By: