

PERSONAL INCOME TAX 2016 VEHICLE WORKSHEET

Client Name: _____

	VEHICLE #1	VEHICLE #2
Vehicle description (year, make and model)		
If vehicle purchased, cost including GST		
If vehicle leased, monthly lease cost including GST (Note 1)		
Business kilometers driven in the year		
Total kilometers driven in the year		
Motor vehicle expenses you paid for:		
Fuel (gas, propane, oil, etc.)		
Maintenance and repairs		
Insurance		
License and registration		
Interest (Note 2)		
Leasing (Note 3)		
Total of all rebates, allowances and repayments you received that are not included in income. Do not include repayments you used to calculate your leasing costs.		
Parking charges		

PLEASE NOTE: All receipts should be kept by you in the event that the Canada Revenue Agency requests them. Additionally, all motor vehicle mileage should be substantiated by a mileage log.

Note 1: If you lease your vehicle, please provide us with a copy of your lease agreement, including manufacturer's list price.

Note 2: If you are making payments on your vehicle, please provide us with a copy of your finance contract or loan agreement. The maximum allowable interest deduction for amounts borrowed to purchase cars is \$300.00 per month for 2016.

Note 3: Leasing costs are subject to a monthly maximum of \$800 per month for 2016 (plus GST/HST). Leasing costs are also subject to an alternative limit based on the capital cost limit.

Note 4: Capital cost limit for 2016 is \$30,000 (plus GST/HST).

Signature: _____

Date: _____