

# SELF EMPLOYED DELIVERY DRIVERS – INCOME & EXPENSES

In order to claim business use of a personal vehicle, you are required by CRA to keep a km log for each business trip and all receipts that pertain to your vehicle use during the tax year.

If you use more than one vehicle, complete a separate form and vehicle log for each vehicle used.

TAX YEAR \_\_\_\_\_

INCOME INCLUDING TIPS.....\$ \_\_\_\_\_

## Expenses for months worked doing deliveries in Tax Year

CELL PHONE.....Business use % \_\_\_\_\_ \$ \_\_\_\_\_

VEHICLE MAKE/MODEL/YEAR \_\_\_\_\_

GAS..... \$ \_\_\_\_\_

INSURANCE ..... \$ \_\_\_\_\_

REPAIRS, OIL & MAINTENENCE ..... \$ \_\_\_\_\_

INTEREST PAID ON CAR LOAN..... \$ \_\_\_\_\_

LEASE PAYMENTS (Do not include LOAN payments if owned) ..... \$ \_\_\_\_\_

VEHICLE VALUE\* ..... \$ \_\_\_\_\_

*\*If you own your vehicle, it is considered an asset. Therefore, loan payments are not tax deductible, only interest paid on a loan. However, the value of the vehicle can be deducted as a capital cost allowance (CCA).*

Total KM driven for business \_\_\_\_\_ *\*business trips must be logged*

Total KM driven for the year \_\_\_\_\_ *\*including personal, see below note*

\*Total KM for the year can be calculated easiest by recording your odometer at the beginning of the year (or whenever business use began). And then, at the end of the year, (or whenever business used ended). The difference between the two will be your total KM driven.

Starting Odometer \_\_\_\_\_

Ending Odometer \_\_\_\_\_

### The Tax Pros Income Tax Service

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