

Mileage log

License plate number: **FN278YT**Vehicle: **Ford F150**Fuel type: **Gasoline**Calculation basis: **Actual Expense Method**Owner / Lessee: **Office**Address: **509 East Sheridan Street Dania Beach, Florida 33004**Driver's name: **John Smith**

Date	Client	Address	Trip purpose	Distance	Type	Total miles
February 1, Wednesday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			157.2 mi
	Shell Florida Shop	10 Southeast 1st Avenue Florida City, FL 33034	Meal/Entertain	67.5 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	53.1 mi		
	MileageWise - Reconstructing mileage logs	509 East Sheridan Street Dania Beach, Florida 33004	Business meeting	8.9 mi		
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	13.3 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	14.4 mi		
February 2, Thursday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			386.8 mi
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	7.9 mi		
	US Highway 98, Frostproof Florida	US Highway 98 Frostproof, Florida 33843	Business meeting	174.3 mi		
	MileageWise - Reconstructing mileage logs	509 East Sheridan Street Dania Beach, Florida 33004	Business meeting	176.9 mi		
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	13.3 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	14.4 mi		
February 3, Friday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			146.2 mi
	Shell Florida Shop	10 Southeast 1st Avenue Florida City, FL 33034	Meal/Entertain	67.5 mi		
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	47.5 mi		
	MileageWise - Reconstructing mileage logs	509 East Sheridan Street Dania Beach, Florida 33004	Business meeting	14.4 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	7.9 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 6, Monday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			162.9 mi
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	13.3 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	5.6 mi		
	MileageWise - Reconstructing mileage logs	509 East Sheridan Street Dania Beach, Florida 33004	Business meeting	8.9 mi		
	Shell Florida Shop	10 Southeast 1st Avenue Florida City, FL 33034	Meal/Entertain	67.5 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	67.6 mi		
February 7, Tuesday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			157.2 mi
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	13.3 mi		
	MileageWise - Reconstructing mileage logs	509 East Sheridan Street Dania Beach, Florida 33004	Business meeting	14.4 mi		
	Shell Florida Shop	10 Southeast 1st Avenue Florida City, FL 33034	Meal/Entertain	67.5 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	53.1 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 8, Wednesday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			146.8 mi
	Citgo Gas Station	380 Southeast 1st Avenue Florida City, Florida 33034	Refueling/Charging	67.7 mi		
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	47.9 mi		
	MileageWise - Reconstructing mileage logs	509 East Sheridan Street Dania Beach, Florida 33004	Business meeting	14.4 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	7.9 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 9, Thursday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			50.1 mi
	Brickell First Apartments	110 Southwest 12th Street Miami, FL 33130	Leisure time	23.6 mi	Personal	
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	17.6 mi	Personal	
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		

Date	Client	Address	Trip purpose	Distance	Type	Total miles
February 14, Tuesday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			129.5 mi
	Shell Florida Shop	10 Southeast 1st Avenue Florida City, FL 33034	Meal/Entertain	67.5 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	53.1 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 15, Wednesday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			27.7 mi
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	13.3 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	14.4 mi		
February 16, Thursday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			16.8 mi
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	7.9 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 17, Friday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			27.8 mi
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	13.3 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	5.6 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 21, Tuesday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			130.3 mi
	Shell Florida Shop	10 Southeast 1st Avenue Florida City, FL 33034	Meal/Entertain	67.5 mi		
	Exxon	16 South Krome Avenue Florida City, Florida 33034	Refueling/Charging	0.7 mi		
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	47.6 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	5.6 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 22, Wednesday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			127.6 mi
	Shell Florida Shop	10 Southeast 1st Avenue Florida City, FL 33034	Meal/Entertain	67.5 mi		
	Brickell First Apartments	110 Southwest 12th Street Miami, FL 33130	Leisure time	35.4 mi	Personal	
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	24.7 mi	Personal	
February 23, Thursday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			27.8 mi
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	13.3 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	5.6 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 24, Friday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			145.3 mi
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	13.3 mi		
	Shell Florida Shop	10 Southeast 1st Avenue Florida City, FL 33034	Meal/Entertain	47.6 mi		
	MileageWise - Reconstructing mileage logs	509 East Sheridan Street Dania Beach, Florida 33004	Business meeting	67.6 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	7.9 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 27, Monday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			16.8 mi
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	7.9 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		
February 28, Tuesday	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home			122.9 mi
	OJ Commerce	3076 North Commerce Parkway Miramar, FL 33025	Business meeting	13.3 mi		
	Shell Florida Shop	10 Southeast 1st Avenue Florida City, FL 33034	Meal/Entertain	47.6 mi		
	5981 SW 21st St	5981 Southwest 21st Street West Park, FL 33023	Office work	53.1 mi		
	Office	509 East Sheridan Street Dania Beach, Florida 33004	Tax home	8.9 mi		

Odometer readings

Date	Odometer reading	Notes	Cost	Amount
February 1, Wednesday	222 mi	Beginning of the month		
February 8, Wednesday	1,569 mi	At refueling	\$46.25	11.54 gallons
February 21, Tuesday	1,973 mi	At refueling	\$65.2	13.45 gallons
February 28, Tuesday	2,500 mi	End of the month		

Total mileage:	2,278 mi
Total business use:	1,878.4 mi (82.5%)
<i>Business:</i>	1,878.4 mi
<i>Charity:</i>	0 mi
<i>Moving:</i>	0 mi
<i>Medical:</i>	0 mi
Total personal use:	399.6 mi (17.5%)
<i>Commute:</i>	0 mi
<i>Personal:</i>	399.6 mi
Total vehicle expenses:	\$366.35
<i>Total refueling expenses:</i>	\$111.45 (24.99 gallons)
<i>Total other vehicle expenses:</i>	\$254.9
Total deductible / reimbursable expense:	\$366.35 * 82.5% = \$302.24

In addition to the cost of Fuel, it is necessary to submit Bills and Receipts supporting the following items related to a trip (e.g. Depreciation, Licenses, Lease payments, Registration fees, Insurance, Repairs, Oil, Garage rent, Tires, Tolls, and Parking fees).

Driver's signature