## A CHECKLIST FOR KEEPING TRACK OF YOUR BUSINESS USE OF CAR

Use a <u>mileage tracker</u> app to track your business miles. It doesn't matter whether you have the car in your name or your business' name.
Create a monthly mileage report that carefully explains your business miles. Have your admin and assistant download these reports from the mileage tracking app.
Keep track of your other car-related expenses such as gas, repairs, and so on.
Include your interest on your car loan when you're filing taxes.