

# BRUCE BARDELL & ASSOCIATES PTY. LTD.

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Bruce Bardell FNTAA

July 2017

## FACT SHEET

### Car Expenses by Log Book

In order to claim for the business use of your car by the log book method, you will need to provide:

1. Car log book, showing:
  - Details of car
  - Odometer reading – year start
  - Odometer reading – year end
  - At least 12 weeks continuous of daily business trips, showing:
    - Date
    - Reason for trip
    - Odometer – start of trip
    - Odometer – end of trip
    - Total business kilometres for the trip

The logbook needs to be re-done at least every 5 years, or more often if the work usage of the law changes.

2. Receipts for total fuel cost for the year, or if receipts not available the average fuel consumption (litres per kilometre) and average price of fuel for the year.
3. Receipts for car insurance paid.
4. Receipts for car registration paid.
5. Receipts for car repairs and maintenance paid.
6. Receipt for original purchase of car.
7. If car under finance, then the original finance schedule showing full details of amount borrowed, payments, interest, etc.
8. Details of any reason why the actual business percentage may differ from the percentage calculated from the log book e.g. holidays, illness, change in work duties.

Changing cars does not necessarily mean a new logbook is needed, but you must have opening and closing odometer readings for each car. If your odometer is not working properly, then it needs to be fixed or you cannot use the log book method.