Vehicle logbook

Odometer reading (at start of period): [____]   Period: [____ to ____]   Number Plate [____]

Date	Journey		Odometer reading			Reason for trip	Driver's signature
	From	To	Start	Finish	Dist.(km)		

Business distance: [____]   Odometer reading (at end of period): [____]

Calculate business and private vehicle expenses

Total distance travelled: [____]

Enter your vehicle expense total: [____]

Your business use percentage is: [____]

Business expense portion you can claim [____]