

TRUCK DRIVER'S DEDUCTIONS CHECKLIST

Truck Year/ Make/ Model: _____

Was Vehicle (Check one): **Owned** or **Leased**

If Owned provide Purchase Date : _____ (Provide copy of Purchase Agreement)

If Leased provide Lease Start Date: _____ and total year Lease Pymts\$ _____

Total Miles Driven for the Year: _____ miles

Does truck have a sleeper cabin or where lodging expenses incurred for the year?

IMPORTANT: Please provide a copy of your Purchase Agreement or Lease Agreement including a copy of your prior year tax return to determine depreciation status.

All items not reimbursed by employer and were specifically used or needed for business are deductible.

Supplies:

Costs:

Adapters/Inverters	
Air Freshener	
Alarm Clock	
Antennas	
Aprons	
Armour All/Windex, Etc.	
Atlas/Maps	
Batteries	
Bedding/Blanket	
Brooms	
Buffers	
Bunk/Mattress	
Cab Curtains	
Cabinets	
Calculator	
Clipboard	
Computer	
Coveralls	
Day Planner	
Day Planner	
Gloves	
Hard Hats	
Log Books/Covers	
Notepads	

TRUCK DRIVER'S DEDUCTIONS CHECKLIST

Rain Gear	
Receipt Book	
Safety Boots	
Safety Glasses	
Thermal Wear	
Truck Cables	
TV/VCR	
Uniforms	
Vacuum	
WD 40	
Wet Wipes	
Other:	

Fees:

Costs:

Accident/Claims	
Accounting/Attorney	
Airline Tickets	
Association Fees	
ATM Charges	
Bank Fees	
Broker Fees	
Comcheck Fees	
DOT Physical	
Faxes/Copies	
Internet	
Licensing Fees	
Misc/Other	
Office Furniture	
Office Supplies	
Postage and Shipping	
Professional Fees	
Safe Deposit Box	
Subcontract Labor	
Other:	

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Rent and Leases:

Costs:

Rental cars	
Storage Lease/Fees	
Truck Lease	
Other Rent or Lease Equipment, etc.	

Fuel and Oil:

Costs:

Additives	
Fuel	
Oil	
Reefer Fuel	

Insurance and Interest:

Costs:

Bobtail Insurance	
Credit Cards	
Interest on Advances	
Interest on Business	
Interest on Truck Loans	
Other Insurance (Please describe "Other Insurance")	
Truck Insurance	
PI & PD Insurance	
Workman's Comp	
Other Interest (Please describe "Other Interest")	

Telephone/Utilities:

Costs:

Accessories	
Calling Cards	
Cell Phone (% for work)	
Pager	
Qualcomm	
Other/Misc.	

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Travel Expenses:

Costs:

Hotel/Motels	
Laundry	
Parking	
Rental Cars	
Scale/Weigh Fees	
Tolls	
Other	

Office/Road Expenses:

Costs:

Brief Case	
Calendars	
Chains	
CB/XM Radio Player	
CD/DVD Player	
Cigarette Plug-ins	
Circuit Testers	
Cleaning Supplies	
Coffee Maker	
Coolers	
Duct/Electrical Tape	
Fans	
First Aid/Disinfectant	
Flags/Flares/Signs	
Flashlights	
Floor Mats	
Fly Swatter	
Fuses	
Generator	
Hangers	
Heaters	
Ice Scraper	
Jack Straps	

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Keys	
Locks & Pallets	
Microwave	
Paper Towels	
Pillows/Sleeping Bags	
Power Cords	
Radio Equipment	
Refrigerators	
Rope/Tie Downs	
Rugs	
Saucepans	
Scales	
Seat Covers	
Sewing Kits	
Shaving Kits	
Shift Grips	
Suitcase/luggage	
Sunglasses	
Tarps	
Thermos	
Tire Gauge	
Toasters	
Towels	
Trash Bags	

Maintenance and repairs:

Costs:

Oil Changes	
Parts	
Tires	
Towing	
Truck Washes	
Other Maintenance	

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Taxes:

Costs:

Ad Valorem Tax	
Fuel Tax	
Heavy/Hwy use tax	
Licenses/Plates	
Permits	
Registration	
Other Tax	

Tools:

Costs:

Crowbars	
Screwdrivers	
Wrenches	
Other Tools	

List all equipment used in your profession – (these items may be able to be depreciated and reduce your tax liability.)

Additional Equipment:

Cost/Date Purchased:

TRUCK DRIVER'S DEDUCTIONS CHECKLIST

Per Diem Deduction

Number of overnights in tax year you were away from tax home for trucking travel	
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Per Diem deduction information

Important: We must have your non-taxable per diem amount that you were given for the year. This amount should be on your W2, Box 12, Code "L". It also may be on your Dec. 31 pay stub.

Costs:

Non-taxable per diem reimbursement from your employer (W-2, Box 12, Code L)	
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Vehicle Expenses

Type and year of vehicle Do you have evidence to support the deduction?	
Date first used for business	
Is this evidence written?	
Type of Vehicle: car, van, truck, etc.	
Is another vehicle available for personal use?	
Total Mileage in tax year available for personal use during off duty hours?	
Business Mileage in tax year	
Was the vehicle leased?	
Commuting Mileage in tax year Was the vehicle used for hire?	
Personal Mileage in tax year	
Actual Expenses: gas, oil, repairs, ins. Etc.	

Commuting for work is not deductible, but still fill in the mileages above.

Non-commuting travel would include union meetings, training, etc., away from hub and is deductible.

IMPORTANT NOTE: Must have some form of proof (i.e. receipts or credit card statements, etc.). You don't need to send them. Receipts for individual travel items that are \$75 or less are not required.

Save your logbooks to verify your days away from home. Your logbook is a very valuable written record to verify and substantiate your return, please retain each logbook for a minimum of three years.