



## TO CLAIM VEHICLE EXPENSE DEDUCTIONS, YOU NEED TO:

- be using your own car (lease or hire) when performing your work-related duties
- keep receipts for the actual cost of your vehicle expenses.

## WHICH CAR EXPENSES CAN BE CLAIMED?

- FUEL
- REPAIR
- REGISTRATION
- INSURANCE
- MAINTENANCE
- LEASE PAYMENTS
- DEPRECIATION



## CALCULATING DEDUCTIONS: WHICH ONE SHOULD YOU USE?



If you drive less than 5,000 kms a year for business...

- Use the cents per km method

If you drive more than 5,000 kms a year for business...

- Use the logbook method

## WHAT ARE THE REQUIREMENTS FOR A VALID LOGBOOK?

- must be kept for at least continuous 12-week period
- must reflect the business use of the vehicle
- must keep odometer records

## WHAT INFORMATION SHOULD BE KEPT IN YOUR LOGBOOK?

- PERIOD (BEGINNING & END)
- ODOMETER READING
- KILOMETRES TRAVELLED
- JOURNEY DETAILS

**All checked? Then you're all ready for a hassle-free tax time.**

Let GOFAR automatically track every trip so you have a complete record of your kilometres at tax time. Try GOFAR today.