



Hetherington+Associates
Chartered Accountants

Income Tax Return Preparation Checklist

2023

Motor Vehicle Checklist

Vehicle Details:

1. Make		
2. Model		
3. Engine capacity (cc)CC		
4. Registration No.		
5. Original Cost	\$.....		
6. Do you have a current log book? <small>Review every 4 years</small>	<table><tr><td>Yes</td><td>No</td></tr></table>	Yes	No
Yes	No		
IF NO			
7. Business kilometres travelled during the yearkm		
IF YES			
8. Log book start date/...../.....		
9. Log book finish date/...../.....		
10. Business percentage%		
11. Odometer reading - start of tax yearkm		
12. Odometer reading - end of tax yearkm		
13. Has your business use varied by more than 10%	<table><tr><td>Yes</td><td>No</td></tr></table>	Yes	No
Yes	No		

Expenses:

14. Fuel & Oil	\$.....
15. Insurance	\$.....
16. Services	\$.....
17. Repairs	\$.....
18. Rego	\$.....
19. Tyres/Battery	\$.....
20. Other	\$.....
21. Loan Interest <small>Please provide loan documents.</small>	\$.....
22. Lease payments <small>Please provide lease documents.</small>	\$.....