

Business Vehicle & Mileage Log

Create a repeatable record of vehicle details, business purpose, route, mileage, actual costs, reimbursements, and supporting evidence.

FREE PDF RESOURCE	Free to view, download, print, and use internally as a general guide.
PUBLIC FORMAT	Watermarked public edition. Editing, assembly, and extraction are disabled in compliant PDF readers.
REUSABLE WORD VERSION	Available when this resource relates to a paid RiskWise engagement.

What this free resource includes

- 01 Vehicle information
- 02 Trip log
- 03 Business purpose
- 04 Actual expense support
- 05 Year-end reconciliation

Use the working pages to collect facts, owners, evidence, and dates. Review tax, legal, security, licensing, employment, insurance, or regulatory decisions with the qualified professional appropriate to your facts.

Work through Business Vehicle & Mileage Log

Record what is known, identify the source, assign an owner, and make missing information visible.

Vehicle information

Purpose / facts / owner / evidence / date:

--

Trip log

Purpose / facts / owner / evidence / date:

--

Business purpose

Purpose / facts / owner / evidence / date:

--

Finish the record and confirm the next step

Complete the remaining sections, then identify what needs review, approval, secure delivery, implementation, or follow-up.

Actual expense support

Purpose / facts / owner / evidence / date:

Year-end reconciliation

Purpose / facts / owner / evidence / date:

Choose the support you need

FREE PDF	Free	Use this public edition as an internal reference or printed working guide.
REUSABLE WORD TEMPLATE	Included	An editable Word version is available when it supports a related paid engagement.
CUSTOM WORK	Scoped	RiskWise can adapt, review, implement, document, or hand off the resource for your business.

Discuss a paid engagement

Call 702-421-1111 or email sales@ezypz.com and mention: Business Vehicle & Mileage Log

Do not resell this PDF, remove its watermark, or present it as professional advice tailored to another person's facts.