

DONOR MILEAGE TAX DEDUCTION LOG

Charitable Contribution Expense Template

DONOR NAME:

TAX YEAR:

ORGANIZATION NAME:

VEHICLE MAKE/MODEL:

CHARITY EIN:

STANDARD CHARITY RATE:

DATE	DESTINATION / CHARITABLE PURPOSE	START LOCATION	END LOCATION	ODOMETER START	ODOMETER END	TOTAL MILES	RATE PER MILE	TOTAL VALUE
Total:								

IRS Requirements Note: To claim a deduction for travel expenses for charitable volunteer work, you must maintain reliable written records of your mileage. For each trip, document the date, the name of the organization served, the purpose of the trip, and the actual mileage or odometer readings. Note that personal travel, commuting, and general depreciation are not deductible.

DONOR/VOLUNTEER SIGNATURE

DATE