

If you have a travel allowance (Code 3701) you can claim your business kilometres travelled.

- A record of your business kilometres travelled in the form of a log book - attached;
 - with an opening and closing odometer reading;
 - you will also need to state the total private kilometres travelled for the tax period; however,
 - the total kilometres travelled for private can be captured on 28 February 2019 - in the logbook.
 - Reasons for business travel .i.e. business meeting and customer name;
 - A column including the address of the 'from' point travelled, and the 'to' destination point;
- You will also need to provide a copy of your purchase agreement for your vehicle as evidence of the value of your vehicle.