

Mileage Deduction Log

A free contemporaneous trip log with a dated rate schedule, multi-vehicle totals and quarterly summaries.

Free download

Tested in LibreOffice Calc

No macros

Up to 2,000 trips

1. What this file is for

If you claim a standard mileage deduction (business, medical or charitable), you need a log of each trip: when, where, why and how many miles. This workbook keeps that log and multiplies each trip by the rate that was in force *on that trip's date* — including mid-year rate changes.

Not tax advice. Confirm current rates and deductibility rules with your tax authority or a qualified adviser before you file. Example rates in the file are taken from the public IRS table for illustration only.

2. Sheets at a glance

Sheet	What you do
Start Here	Read once. License and limits.
Settings	Set or clear the as-of date; currency label.
Rate Schedule	One row per rate change (cents per mile), oldest first.
Vehicles	Up to 12 nicknames; totals calculate from the Trip Log.
Trip Log	One row per trip. Yellow = input. Grey = calculated.
Summary	By purpose, vehicle, month and quarter of the as-of year.

3. Rate Schedule (the mid-year gap)

Rate Schedule						
One row per rate change, oldest first. Each trip uses the latest row on or before its date. Yellow = edit.						
Effective from	Business ¢/mi	Medical ¢/mi	Charitable ¢/mi	Notes	Sort OK?	Gap / overlap note
Jan 1, 2025	70.0	21.0	14.0	IRS 2025 full year (example), cents/mile	OK	
Jan 1, 2026	72.5	20.5	14.0	IRS 2026 Jan 1 – Jun 30 (example), cents/mile	OK	
Jul 1, 2026	76.0	23.5	14.0	IRS 2026 Jul 1 – Dec 31 (example), cents/mile	OK	

Enter rates as **cents per mile** (76 = 76¢). Keep rows sorted by *Effective from*, oldest first. Each trip looks up the latest row on or before its date and picks Business, Medical or Charitable.

- The example file includes IRS 2025 and both 2026 halves (72.5¢ then 76¢ for business).
- When new rates are published, add a row — you do not need a new file each year.
- Sort OK? and Gap columns flag out-of-order or missing rates.

4. Logging a trip

Trip Log

One row per trip. Yellow = input. Miles, rate and deduction calculate. Checks flag missing or inconsistent data.

Date	Vehicle	Purpose	Commute?	Round trip?	Odo start	Odo end	Miles (typed)	Miles	Deductible mi	Rate ¢/mi	Deduction	Check
Nov 12, 2025	Blue Hatch	Business	No	Yes	41200.0	41208.4		16.8	16.8	70.0	11.76	
Dec 3, 2025	Van	Charitable	No	No			12.0	12.0	12.0	14.0	1.68	
Jan 6, 2026	Van	Personal	No	No			3.5	3.5				
Jan 8, 2026	Blue Hatch	Business	Yes	Yes	41208.4	41213.4		10.0		72.5		
Jan 9, 2026	Blue Hatch	Medical	No	Yes	41213.4	41220.1		13.4	13.4	20.5	2.75	
Jan 13, 2026	Van	Charitable	No	No	88465.5	88475.9		10.4	10.4	14.0	1.46	
Jan 14, 2026	Blue Hatch	Business	No	Yes	41220.1	41229.5		18.8	18.8	72.5	13.63	
Jan 15, 2026	Van	Business	No	Yes	88475.9	88494.3		36.8	36.8	72.5	26.68	
Jan 16, 2026	Blue Hatch	Business	No	No	41229.5	41235.3		5.8	5.8	72.5	4.21	
Jan 21, 2026	Blue Hatch	Business	No	Yes			7.7	15.4	15.4	72.5	11.17	
Jan 25, 2026	Blue Hatch	Business	No	Yes	41250.7	41257.0		12.6	12.6	72.5	9.14	
Jan 28, 2026	Blue Hatch	Business	No	No	41257.0	41271.8		14.8	14.8	72.5	10.73	
Jan 29, 2026	Van	Business	No	Yes	88494.3	88499.6		10.6	10.6	72.5	7.69	
Jan 30, 2026	Blue Hatch	Personal	No	Yes	41271.8	41275.6		7.6				

- **Purpose:** Business, Medical, Charitable or Personal.
- **Commute?** Yes zeros the deduction (miles still count).
- **Round trip?** Yes doubles one-way miles.
- **Miles:** fill odometer start and end, *or* type miles. If both disagree, a check appears.
- **Purpose detail:** short note for substantiation (client, appointment, event).

Deduction = ROUND(deductible miles × cents, 0) ÷ 100 (nearest cent).

5. Vehicles and Summary

Vehicles

Nicknames used on the Trip Log. Totals are calculated from trips on or before the as-of date.

Nickname	Make & model	Plate / ID	Active	Notes	Trips	Business mi	Medical mi	Charitable mi	Personal mi	Deductible mi	Deduction
Blue Hatch	Example Motor Co Compact 2021	EX-4821	Yes	Primary client car	49	452.9	56.5		27.8	484.4	330.82
Van	Example Motor Co Cargo 2018	EX-9910	Yes	Props and print runs	22	196.0	11.6	102.4	11.9	310.0	163.03

Summary

Totals from the Trip Log for trips on or before the as-of date. By purpose, vehicle, month and quarter of the as-of year.

As-of	Oct 14, 2026	As-of year	2026
Deduction YTD (as-of year)	485.73	Deductible miles YTD	772.6
All-time deduction (≤ as-of)	499.17	Trips with a check flag	3

By purpose (as-of year)			
Purpose	Trips	Miles	Deduction
Business	51	639.1	458.05
Medical	7	68.1	15.02
Charitable	6	90.4	12.66
Personal	6	39.7	
Total	70	837.3	485.73

By quarter (as-of year)			
Quarter	Trips	Deductible mi	Deduction
Q1 (Jan–Mar)	28	311.7	178.37
Q2 (Apr–Jun)	2	23.4	16.97
Q3 (Jul–Sep)	37	423.8	279.97
Q4 (Oct–Dec)	3	13.7	10.42
Total	70	772.6	485.73

By month (as-of year)			
Month	Trips	Deductible mi	Deduction
January	13	138.6	87.46
February	9	132.9	77.31
March	6	40.2	13.60
April	0		
May	0		
June	2	23.4	16.97
July	12	143.8	93.94
August	12	137.5	89.69
September	13	142.5	96.34
October	3	13.7	10.42
November			
December			

By vehicle (≤ as-of, all years)			
Vehicle	Trips	Deductible mi	Deduction
Blue Hatch	49	484.4	330.82
Van	22	310.0	163.03

Mid-year rate check (as-of year)			
Business deduction Jan–Jun	181.30	Business deduction Jul–	276.75

If your Rate Schedule has different H1 and H2 business rates, these two cells use different \$/mile values. That is the mid-year gap this log is built to handle.

Vehicles show trips, miles by purpose and deduction per nickname. Summary shows YTD deduction, purpose split, Q1–Q4, month-by-month and a mid-year rate check (Jan–Jun vs Jul–Dec business deduction).

6. Setup in five steps

1. Open in LibreOffice Calc (tested). Other apps are not yet tested.
2. On Settings, clear the as-of date to use today (or keep a fixed date for a closed year).
3. On Rate Schedule, keep or edit the example rates. Add a row when rates change.
4. On Vehicles, replace the example nicknames with yours.

5. Delete the example Trip Log rows and add your trips. Check Summary and any amber Check flags.

7. Compatibility and license

Tested in LibreOffice Calc only. Built as a standard .xlsx with no macros. Not tested in Microsoft Excel, Google Sheets or Apple Numbers.

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