BUSINESS MILEAGE LOG

Month _____ Tax year _____

Employee	Payroll no.	Vehicle	Registration
Fuel	Permanent workplace	Business insurance	Approved by

Business journeys

Date	Start postcode	Destination postcode(s)	Reason for the journey	Odometer start	Odometer end	Miles	Passengers	Passenger miles
					Total			

Approved mileage (cars and vans, 2026 to 2027 rates)

Business miles earlier in this tax year	
Business miles on this log	
Miles at 55p (up to 10,000 in the tax year)	
Miles at 25p (over 10,000)	
This log at HMRC's approved rates	
Passenger payments at 5p (tax-free up to this)	
Business miles, tax year to date	
Approved amount, tax year to date	
Paid by the employer earlier in the tax year	
Employer's rate on this log, £ per mile	
Paid by the employer, tax year to date	
Mileage Allowance Relief to claim (P87)	
Taxable excess (P11D or payroll)	

Declaration

I confirm these journeys were made for work in my own vehicle on the dates shown, the miles are from the odometer, ordinary commuting to my permanent workplace is not included, and my insurance covers business use.

Employee

Approved by

Payroll