DRIVEFIVE

Mileage log - Canada

A printable record for one vehicle and one fiscal period.

Vehicle (year, make, model)

Plate / vehicle ID

Driver

Period start (YYYY-MM-DD)

Period end (YYYY-MM-DD)

Odometer at period start (km)

Odometer at period end (km)

Record each business trip promptly. Keep the purpose specific and enter all distances in kilometres.

Date YYYY-MM-DD	From	Destination	Business purpose	Start odo (km)	End odo (km)	Distance (km)	Classification

Business km on this page:

Log page:

Classification: Business, Personal or Review. Resolve Review entries before using totals.

Keep a separate log for each vehicle. Period odometers must include all driving, including personal use.

Completed example

Fictional records from Kamloops, British Columbia.

Vehicle: Example compact car - DEMO-01

Period: 2026-10-01 to 2026-10-07

Period odometers: 50,000 km at start and 50,100 km at end

Date YYYY-MM-DD	From	Destination	Business purpose	Start odo (km)	End odo (km)	Distance (km)	Classification
2026-10-06	Office, Kamloops	Customer site, Kamloops	Customer meeting	50,000	50,024	24	Business
2026-10-06	Customer site, Kamloops	Grocery store, Kamloops	Personal errand	50,024	50,034	10	Personal

Recorded business use in this example

24 business km / 100 total period km = 24%

These two entries total 34 km. The 100 km period total also includes other driving. Do not substitute the sum of logged trips for the full-period odometer difference. Confirm that every business trip is included.

Use the log

1. Use a separate copy for each vehicle and fiscal period.

2. Record the date, destination, business purpose and kilometres. Add start and end odometers for each trip.

3. Record period-start and period-end odometers. Review missing trips, duplicate entries and unresolved classifications.

4. Keep supporting receipts separately and apply the CRA rules that fit your situation.

Prefer automatic tracking?

DriveFive is free for Android, with no account required. Record trips, review business and personal classifications, and export CSV/PDF reports.

Get DriveFive and the Excel version

This log records driving. It does not determine tax eligibility or deductible expenses.

Source: CRA - Motor vehicle records