

MISSIONARY QUARTERLY VEHICLE REPORT

Assemblies of God U.S. Missions/Speed-the-Light

INSTRUCTIONS: Complete this form and return it to U.S. Missions by the 25th of the month following the close of the quarter.

YEAR:	Jan.-Mar. <input type="checkbox"/>	Apr.-June <input type="checkbox"/>	July-Sept. <input type="checkbox"/>	Oct.-Dec. <input type="checkbox"/>
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(Fill in the year and check (3) the appropriate quarter.)

MISSIONARY/MINISTRY INFORMATION

Missionary/Ministry Name _____

Mailing address _____

STL vehicle (year, make, and model) _____

Odometer reading at beginning of quarter _____ End of quarter _____

Miles driven for personal use* _____

*If no personal miles were driven, please include a signed statement indicating so. In accordance with IRS policy, personal mileage will be added to the Form 1099 as a taxable benefit for the IRS regulated amount. If no personal mileage is reported and a statement is not included indicating so, the lease value of the vehicle will be added to the Form 1099 as a taxable benefit.

Per IRS it is mandatory that you keep a log for your STL vehicle and record all of your business miles!

ROUTINE MAINTENANCE

Describe all routine maintenance that was done during the quarter. Please include the date, cost, and location of where the maintenance was performed. _____

OTHER REPAIRS

Describe all repairs, including major warranty repairs, that were done during the quarter. Please include the date, cost, and location of where the repair was performed. _____

 Signature of Missionary/Responsible Party

 Date