

Mileage Claim Form

Business journeys in your own car — tax year 2026/27

Employee name

Employee number

Vehicle and registration

Claim period

[illegible]

Total: 336 business miles × 55p = £184.80 (first 10,000 business miles in the tax year; 25p after that).

I confirm these journeys were made on business in my own vehicle and are not ordinary commuting.

Employee signature _____ Date _____ Approved by _____ Date _____