Mileage claim summary

MileagePilot

Business miles by month, at the rate in force for each month

Filled example: the driver, the employer and the miles are fictional.

Employee: Sample Employee

Employee ID: E-1042

Employer: Northwind Logistics

Claim period: Jan 1 - Dec 31, 2026

Date submitted: 2027-01-08

Vehicle: 2022 sedan, 41,000 miles

Month	Business miles	Rate a mile	Amount
January	412.5	72.5¢	$299.06
February	386.2	72.5¢	$280.00
March	455.8	72.5¢	$330.45
April	402.1	72.5¢	$291.52
May	431.6	72.5¢	$312.91
June	398.4	72.5¢	$288.84
July	447.2	76¢	$339.87
August	419.5	76¢	$318.82
September	468.3	76¢	$355.91
October	425.7	76¢	$323.53
November	391.9	76¢	$297.84
December	318.6	76¢	$242.14
2026 total	4,957.8		**$3,680.89**

Quarter	Amount
Q1	$909.51
Q2	$893.27
Q3	$1,014.60
Q4	$863.51

A quarter is the sum of its three months, not a rate of its own: the two halves of the year carry different rates.

I certify that the miles above were driven for my employer's business, that commuting and personal trips are excluded, and that the trips are recorded in the attached log.

Prepared by (name and signature) _____ Date _____

Approved by (name and signature) _____ Date _____

The IRS raised the business rate on July 1, 2026: the first six months are priced at 72.5 cents a mile, the last six at 76 cents. Each month uses the rate in force for that month. The two rates are not averaged.

Rates: IRS Notice 2026-10 (Jan 1-Jun 30, 2026) and IRS Announcement 2026-11 (Jul 1-Dec 31, 2026).

This is a claim template, not an official IRS form.