

Smartphone Apps for Tax Recordkeeping

It's easy to forget to track your mileage... it's easy to lose a receipt... or not document charitable contributions... etc, etc, etc. Smartphone apps can help by saving the information while it is still fresh in your mind.

Important note: This fact sheet is not about which specific apps are best. Rather, it is a general overview of how apps can help you with recordkeeping. It is up to you to find your favorite app(s) that work with your type of smartphone. Most apps have a free trial so you can test them before spending any money.



Mileage Tracking: Most mileage tracking apps use your smartphone's GPS to record the trips you make and then let you categorize them by business, medical, or charity trips.

- Some mileage apps automatically track every trip you take while others have you manually start-and-stop at the beginning and end of each trip.
- Some mileage tracking apps use a photo of your odometer instead of GPS (*AutoKept* is the name of one that does this). This is a better choice for those that keep their GPS turned off for privacy reasons.

What are some mileage app choices? *AutoKept, MileIQ, MagicalMiles, TripLog, TaxMileage, MileBug, TOUR...* and more (search for "mileage tracking" in your smartphone's app marketplace)

Business Income & Expense: Most business tracking apps use your phone's camera, text, and voice recognition capability to capture and save income and expenses as they occur (for example... taking a picture of a receipt and using the voice recorder to document the business purpose of the expense).

- Many business tracking apps also feature mileage tracking.
- Many business tracking apps also feature time tracking to keep track of hours worked.
- Many business apps help you to categorize (and sub-categorize) your expenses.
- Some business apps sync with your credit card statements to put all transactions into one place (credit card, cash, check, other)

What are some business app choices? *FreshBooks, BizXpense Tracker, Concur, Expensify, Shoeboxed, Smart Receipts,* and more (search for "business tracker" in your smartphone's app marketplace).

Charity and Itemized Deductions: Charity tracking apps are particularly helpful for non-cash contributions. Let's face it, most folks don't do a good job of documenting the goods they give to charity. Simply taking a photograph of each item would be a huge improvement.

- Most charity tracking apps also help taxpayers estimate the fair market value of each contribution.
- Most charity apps also track cash contributions and charitable mileage as well.
- Some apps cover all types of deductions (including medical) rather than just charity.

What are some charity app choices? *ItsDeductible, iDonatedIt, Donation Assistant,* and more (search for "donation tracker" in your smartphone's app marketplace).

PLUS... Aside from these specific areas there are general recordkeeping apps like *EverNote* and *Google Keep* that allow you to capture information and custom categorize it however it makes sense to you. The possibilities are endless.