

## 3.5. Tax export

Here you can create a monthly export if the “Tax” column is filled in under the “All bookings” menu item and values are entered in the “Kilometers driven” column.

Simply select a month and the corresponding year and click on the “Create export” button at the bottom right. An Excel file will now be generated and downloaded.

If errors are found, a manual change must be made in the corresponding line under “All bookings”.

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