

# Farm Worksheet

Name of Farm:

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Address: Street

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City, State and Zip Code

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If the Farm is an LLC- enter Federal ID number

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Did you make payments during the year which require you to issue form 1099? Yes or No?

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If you made 1099 payments did you file the required forms? Yes or No

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## Income

Sale of livestock or resale items

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Sales of products you raised

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Crop Insurance/Disaster payments received

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Other Income(fuel refunds)

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## Cost of Goods Sold

Cost of Livestock or Resale Items

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Other Cost of Goods Sold

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Packaging

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Contractors- 1099 Labor/Machine Work

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## Expenses

Gross Wages for Employees(W-2/W-3 forms)

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Employee Benefits(health insurance/disability)

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Feed

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Fertilizer & Lime

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Freight & Trucking

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Fuel/Oil for Equipment

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Insurance

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Interest Paid

---

Mortgage Interest

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Pension/Profit Sharing Plan

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Rental- Equipment/vehicles

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Rental-Land

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Repairs & Maintenance

---

Seed & Plants

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Storage & Warehousing

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Supplies

---

Taxes- Real Property

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Taxes- Payroll (submit year end payroll summary)

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Utilities

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Advertising

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Vet Services & Medicine

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Postage

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Continuing Education

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Parking & Tolls

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Dues & Subscriptions

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Bank Fees \_\_\_\_\_  
 Telephone & Internet \_\_\_\_\_  
 Professional Fees(attorney,accountant) \_\_\_\_\_  
 Office Supplies \_\_\_\_\_  
 Work Clothing/Boots \_\_\_\_\_  
 Small Tools \_\_\_\_\_  
 Charitable Contributions \_\_\_\_\_  
 Business Meals (not entertainment) \_\_\_\_\_

**New Assets**

List any purchases of equipment over \$3,000?  
 SUBMIT ALL SALES RECEIPTS.

Description (Model, Year, Type)	Price	Date Purchased

**Assets Sold, Traded or Disposed**

List any assets you sold outright, traded on new equipment or disposed of.

Description (Model, Year, Type)	Price sold for or Traded	Date Sold/Traded

**Office in Home**

***This applies only to fully dedicated office space***

Total Square footage of finished living space(Not attic or unfinished basement):

Square Footage used for business only: \_\_\_\_\_

**Expenses:** DO NOT include amounts from the above business expenses. Don't duplicate expenses)

Mortgage Interest \_\_\_\_\_  
 Real Estate Taxes(school and county/town/village) \_\_\_\_\_  
 Home Owners/Renters Insurance \_\_\_\_\_  
 Repairs & Maintenance \_\_\_\_\_  
 Utilities \_\_\_\_\_  
 Water & Sewer \_\_\_\_\_  
 Rent \_\_\_\_\_

**Auto/Truck Expenses- See Vehicle Worksheet**

**Other Tax/Farm information for BTG:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>Auto and Truck Expense worksheet</b>	Vehicle 1
Year of Vehicle	
Make and Model of vehicle	
Date Purchased or Acquired	
Date placed in business service	
Type of Vehicle (Auto or Truck)	
Total miles driven (sum equals 3 lines below)	
Business miles	
Commuting miles	
Personal miles	
Did you have another vehicle for personal use	YES___ NO___
Vehicle used primarily by owner or related person	YES___ NO___
Written evidence (mileage log, report) of business use claimed	YES___ NO___
Leased vehicle	YES___ NO___
<b>Actual Expenses (If using this method, typical of heavy or costly vehicles):</b>	
Cost of Vehicle (including special installed equipment i.e. Tool box, Plow)	
Gasoline	
Oil, maintenance and repairs	
Insurance	
Registration and license	
Lease payments	
Interest <b>ONLY</b> portion of Vehicle loan payments (NOT full monthly payment)	
Did you sell or trade in a previously used business vehicle-	YES___ NO___
If YES, please include the dealer invoice or other documentation.	