



# personal touch tax & financial consultants

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## FARMING OPERATION WORKSHEET

IF THERE ARE ANY QUESTIONS PLEASE FEEL FREE TO CALL US FOR ASSISTANCE.  
REMEMBER TO ROUND TO THE NEAREST WHOLE DOLLAR.

NAME \_\_\_\_\_ YEAR \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

### INCOME

\_\_\_\_\_ SALE OF LIVESTOCK BOUGHT FOR RESALE \_\_\_\_\_ COST BASIS FOR RESALE ITEMS

\_\_\_\_\_ SALE OF LIVESTOCK, PRODUCE, GRAINS & OTHER ITEMS YOU RAISED

\_\_\_\_\_ AGRICULTURAL PROGRAM PAYMENTS RECEIVED \_\_\_\_\_ TAXABLE AMOUNT

\_\_\_\_\_ CUSTOM HIRE INCOME \_\_\_\_\_ OTHER INCOME

\_\_\_\_\_ CHEMICALS

\_\_\_\_\_ CONSERVATION EXPENSES

\_\_\_\_\_ FEED

\_\_\_\_\_ FERTILIZERS

\_\_\_\_\_ FREIGHT / TRUCKING

\_\_\_\_\_ GAS, FUEL & OIL ON FARM MACHINERY

\_\_\_\_\_ VEHICLE EXPENSES:

\_\_\_\_\_ PURCHASE PRICE \_\_\_\_\_ GAS, OIL, REPAIRS, ETC \_\_\_\_\_ TAGS

\_\_\_\_\_ LEASE PAYMENTS \_\_\_\_\_ LOAN INTEREST \_\_\_\_\_ INSURANCE

**DON'T FORGET** \_\_\_\_\_ TOTAL MILES (ANNUAL) \_\_\_\_\_ BUSINESS MILES (ANNUAL)

\_\_\_\_\_ INSURANCE OTHER THAN HEALTH

\_\_\_\_\_ INTEREST ON BUSINESS LOAN OR CREDIT CARDS USED ONLY FOR BUSINESS

\_\_\_\_\_ LABOR HIRED

\_\_\_\_\_ RENT PAID ON LAND

\_\_\_\_\_ RENT PAID ON EQUIPMENT

\_\_\_\_\_ REPAIRS & MAINTENANCE ON BUSINESS EQUIPMENT

\_\_\_\_\_ SEEDS & PLANTS

\_\_\_\_\_ STORAGE COSTS

\_\_\_\_\_ SUPPLIES PURCHASED

\_\_\_\_\_ TAXES

\_\_\_\_\_ TELEPHONE AND COMMUNICATION EXPENSES:

\_\_\_\_\_ BUSINESS LONG DISTANCE \_\_\_\_\_ PAGERS \_\_\_\_\_ CELL PHONES

\_\_\_\_\_ DIRECT BUSINESS UTILITIES

\_\_\_\_\_ VETERINARY, BREEDING & MEDICINE

\_\_\_\_\_ BANK CHARGES ON BUSINESS ACCOUNTS

\_\_\_\_\_ DUES AND PUBLICATIONS

\_\_\_\_\_ LEGAL, ACCOUNTING, AND PROFESSIONAL FEES

\_\_\_\_\_ GROSS WAGES

\_\_\_\_\_ PAYROLL TAXES (EMPLOYER MATCHING - FICA, SUTA, & FUTA)

PLEASE LIST BUSINESS ASSETS PURCHASED DURING THE YEAR ON BACK (DESCRIPTION, DATE PURCHASED, PURCHASE PRICE)

### OFFICE IN HOME EXPENSES:

\_\_\_\_\_ UTILITIES FOR THE YEAR (GAS, ELECTRIC, WATER, SEWAGE, & GARBAGE)

\_\_\_\_\_ TELEPHONE BASE RATE FOR THE YEAR

\_\_\_\_\_ RENT FOR RENTERS

\_\_\_\_\_ INSURANCE (HOMEOWNERS OR RENTERS) \_\_\_\_\_ REPAIRS AND MAINTENANCE

\_\_\_\_\_ REAL ESTATE TAXES \_\_\_\_\_ MORTGAGE INTEREST

\_\_\_\_\_ SQ. FOOT OF HOME OR APARTMENT \_\_\_\_\_ SQ. FOOT OF BUSINESS USAGE

\_\_\_\_\_ COST OF HOME \_\_\_\_\_ PURCHASE DATE



TAX PREP



TAX PLANNING



CONSULTING



RECORD KEEPING



PAYROLL



TRAINING



REPRESENTATION



SCAN & ARCHIVE