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Farm Income Tax Record Book
Michigan State University
Cooperative Extension Service
Department of Agricultural Economics
100 pages

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Extension Bulletin E-1144 (Replaces Bulletins E-974 and E-975)

(\$1.00)

farm income tax record book

Prepared by Department of Agricultural Economics,
Cooperative Extension Service, Michigan State University

NAME _____

ADDRESS _____

YEAR _____

EXTRA INCOME AND EXPENSE PAGES AVAILABLE

This book has lines for almost 300 items of income and over 1000 items of expense. If more lines are needed, additional pages may be obtained from the Bulletin Office of Michigan State University, East Lansing, Michigan 48824.

FOUR-YEAR DEPRECIATION BOOK AVAILABLE

Any good farm income tax bookkeeping system should include a depreciation schedule. A booklet containing a four-year schedule is available from the Bulletin Office of Michigan State University, East Lansing, Michigan 48824 at a cost of 50¢.

YOUR FARM ACCOUNT BOOK

This farm account book has been prepared to help you do a better job of farming. A good set of farm records is a necessity in the highly-competitive, commercialized business of farming today.

Here you can keep an organized record of income and expenditures. The column headings correspond to the farm income tax forms, Schedule 1040-F. The most important use that can be made of this record is to help you study your farm business and make needed improvements. This book and the other efforts of the Cooperative Extension Service are available to help you do this. We suggest that you:

1. Keep the book — summarize it — study the figures.
2. Compare the figures for your farm business with those of other farmers. Your County Extension Director has a Telfarm business analysis report for different types of farms, available for the asking, which will help you do this.
3. Maintain the strong points of your farm business and improve or eliminate the weak points.
4. Consult with your County Agricultural Agent and/or creditor as to ideas or changes you have in mind to improve the business.
5. Use this book when making plans for your credit needs. Present the facts to your creditor and discuss the plans with him. This will help you to use credit wisely.
6. Know the facts about your own farm business. This is the best way to help you succeed and at the same time build a strong agriculture.

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CASH FARM EXPENSES

| LINE | SCHEDULE F PART II ITEMS | | | | | | | | | | | | | |
|------|--------------------------|-------------------------------------|-------------|-----------|--------------|---------------------------------------|-------------|---------|-------------------|----------------|-------------------------------|---------------------|--------------|----------|
| | DATE | ITEM | NO. OR HEAD | QUANTITY | TOTAL AMOUNT | FEEDER LIVESTOCK BOUGHT Sch. F Part I | HIRED LABOR | REPAIRS | INTEREST AND RENT | FEED PURCHASED | SEEDS SPRAYS AND CROP EXPENSE | FERTILIZER AND LIME | MACHINE HIRE | SUPPLIES |
| | Column Number | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 1 | 5 | Milk Marketing | | | \$ 139 40 | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| 2 | 9 | Dairy Feed | | 3,000 lbs | 151 20 | | | | | 151 20 | | | | |
| 3 | 9 | Trucking - Jones | | | 12 80 | | | | | | | | 12 80 | |
| 4 | 10 | Milk House Supplies | | | 14 30 | | | | | | | | | |
| 5 | 12 | Dairy Cow - Smith disposal | 1 | | 350 - | | | | | | | | | |
| 6 | 15 | Feeder Steers - Mich. Swath | 20 | 8,400 lbs | 2,520 - | 2,520 - | | | | | | | | |
| 7 | 18 | Misc. supplies | | | 8 - | | | | | | | | | 8 - |
| 8 | 18 | Interest on mortgage | | | 610 - | | | | 610 - | | | | | |
| 9 | 20 | Barn repairs | | | 37 80 | | | 37 80 | | | | | | |
| 10 | 21 | Tractor - difference (\$2,000 down) | | | 56 70 - | | | | | | | | | |
| 11 | 22 | Wages - J. Musick (\$300) | | | 286 80 | | 286 80 | | | | | | | |
| 12 | 22 | Social Security paid govt | | | 26 40 | | 26 40 | | | | | | | |
| 13 | 25 | Utility bill consumers (\$56) | | | 28 - | | | | | | | | | |
| 14 | 28 | Pullets | | 2,000 | 3,750 - | | | | | | | | | |
| 15 | | | | | | | | | | | | | | |

EXAMPLE

RECORDING EXPENSES

(Pages 4-67)

INTRODUCTION:

Income tax regulations specify the items which can be included as cash operating expense and reported in Schedule F Part II. The cost of capital purchases of dairy, breeding and work stock, machinery, tile and buildings is recovered through annual depreciation and must be handled separately.

Columns 1, 2 and 3 are to be used for recording quantities and dollar amounts in journal fashion. The quantities of some items are necessary for business analysis and planning. This is especially true of purchased feed and feeder livestock. The total of column 3 can be used as a cross-check of the totals of all other columns to guard against posting errors. Also, it can be used for initial recording during rush periods and the figures posted to the proper itemized column when more time is available. Space is provided on pages 68 and 69 to record monthly totals of dollars and quantities of each kind of expense. Some prefer to total each column on each page, carry the totals to the following page and not use the summary on pages 68 and 69.

OPERATING EXPENSES

Column 4— This column is for recording the cost of the purchased feeder livestock which, when sold, will be entered in column 5 of receipts. Since some of these animals may have been purchased in the previous tax year, special care should be taken with the costs recorded here. One way is to keep a separate record of feeder livestock when purchased and then record the cost in this book at the time sold. Where it is difficult to keep the identity of animals straight, it is possible to use a first-in, first-out method of reporting.

Column 5— All costs of hired labor are recorded in this column. This includes social security paid by the employer and all items of fringe benefits provided. Social security for hired workers, both employee's and employer's shares, is sent to the Federal government at the time it is paid to a bank and a depository receipt obtained. At this time social security payments become an expense. The wage actually paid a worker (wage minus withholding for social security) is also recorded here.

Column 6— Repairs to buildings, tile and fence which do not materially lengthen the useful life are to be recorded here. This includes paint, minor repairs and upkeep. The same rules apply for machinery repairs to be placed here. Small tools, which have a short useful life, are also commonly included as an annual cost as is truck insurance and license.

Column 7— All interest paid on farm business debts is a legitimate operating expense and should be kept separate from principle payments and recorded in this column. This includes interest on real estate debt. Real estate taxes are also recorded here.

Column 8— All feed purchased including grain, hay and supplement should be listed in this column. Commonly included would be the cost of grinding and minerals.

Column 9— All items of crop expense such as seeds, plants, spray materials, crates, twine, etc., should be included in this column.

Column 10— This column has been provided to record the cost of fertilizer and lime. The cost of soil testing can be included here.

CASH FARM EXPENSES

SCHEDULE F PART II ITEMS

| CASH FARM EXPENSES | | | | | | | | | | | NON-OPERATING EXPENDITURES | | | |
|--------------------------|---------------------------|---------|-------------------|-----------|-----------|----------------------|---|-----------------------------|----------------------|-------|---|---------------------------------------|-------------------------------|------------------|
| SCHEDULE F PART II ITEMS | | | | | | | | | | | CAPITAL ASSETS BOUGHT (Schedule D Items) | | | |
| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
| | | | (Farm Share Only) | | | | | | | | | | | |
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EXAMPLE

RECORDING EXPENSES (Cont'd)

Column 11 — Any custom work hired such as trucking, combining, silo filling or plowing should be recorded in this column. A common mistake made is to include the cost of hiring new tile put into the ground. This is a cost which must be combined with the cost of the tile and placed on the depreciation schedule.

Column 12 — Schedule F Part II provides a line for supplies. For good business analysis, items which can clearly be identified as crop, livestock or machinery should be recorded in these columns. However, there are some items of a general nature which should be recorded here.

Column 13 — All items of livestock expense should be combined in this column. Included are veterinary, medicine, breeding fees, milk house supplies, and registration. The cost of chicks or pullets also goes here.

Column 14 — This column is the place to record the cost of gasoline, oil, diesel fuel and other fuel.

Column 15 — This is the place to record grain storage cost.

Columns 16, 17 and 18 — Only the farm share of these costs should be included. Any reasonable division which can be defended in a tax review is satisfactory. Taxes, insurance and utilities for the personal residence of the taxpayer **cannot** be included.

Column 19 — Enter here all trucking and other marketing costs.

Column 20 — Conservation expense (see the Farmers' Tax Guide) and land clearing expense is entered here.

Column 21 — This is the place to enter employee benefit plans and the amount you put into a retirement plan which qualifies for deduction from taxable income for your employees.

Column 22 — The farm business share of automobile expense is entered here.

Column 23 — Any expense that is not reported in other columns is reported here.

NON-OPERATING EXPENDITURES

Column 24 — Purchased dairy, breeding and work stock which are held and used in the business should be recorded in these columns. Write in the appropriate class of livestock.

Column 25 — Any new investment in buildings, tile and fence which will be recovered through depreciation should be recorded here and added to your depreciation schedule when preparing your tax return.

Column 26 — Any machinery or equipment purchased is recorded here and added to your depreciation schedule. The cost is either the purchase price or the difference paid plus the unrecovered cost of the item traded.

CASH FARM EXPENSES

| L I N E | DATE | ITEM | NO. OR HEAD | QUANTITY | TOTAL AMOUNT | | FEEDER LIVESTOCK BOUGHT Sch. F Part I | SCHEDULE F PART II ITEMS | | | | | | | | | |
|------------------|------|------|-------------------|----------|-----------------|---|--|--------------------------|---------|----------------------|-------------------|--|---------------------------|-----------------|----------|----|---------------|
| | | | | | | | | HIRED LABOR | REPAIRS | INTEREST AND RENT | FEED PURCHASED | SEEDS SPRAYS AND CROP EXPENSE | FERTILIZER AND LIME | MACHINE HIRE | SUPPLIES | | |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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| | | | | | | | HIRED LABOR | REPAIRS | INTEREST AND RENT | FEED PURCHASED | SEEDS SPRAYS AND CROP EXPENSE | FERTILIZER AND LIME | MACHINE HIRE | SUPPLIES | |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

CAPITAL ASSETS BOUGHT
(Schedule D Items)

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

CAPITAL ASSETS BOUGHT (Schedule D Items)

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | (Farm Share Only) | | | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVEMENTS | MACHINERY AND EQUIPMENT | LINE |
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| | | | TAXES | INSURANCE | UTILITIES | | | | | | | | | |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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Carry To Next Page

CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES INSURANCE UTILITIES | | | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

CAPITAL ASSETS BOUGHT (Schedule D Items)

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES INSURANCE UTILITIES (Farm Share Only) | | | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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TOTALS

Carry To Next Page

CASH FARM EXPENSES

SCHEDULE F PART II ITEMS

NON-OPERATING EXPENDITURES

CAPITAL ASSETS BOUGHT (Schedule D Items)

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES INSURANCE UTILITIES (Farm Share Only) | | | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVEMENTS | MACHINERY AND EQUIPMENT | LINE |
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CASH FARM EXPENSES

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Carry To Next Page

CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

CAPITAL ASSETS BOUGHT (Schedule D Items)

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES INSURANCE UTILITIES | | | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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Carry To Next Page

CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

CAPITAL ASSETS BOUGHT (Schedule D Items)

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES INSURANCE UTILITIES (Farm Share Only) | | | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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Carry To Next Page

CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

CAPITAL ASSETS BOUGHT (Schedule D Items)

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES INSURANCE UTILITIES (Farm Share Only) | | | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVEMENTS | MACHINERY AND EQUIPMENT | LINE |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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Carry To Next Page

CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVEMENTS | MACHINERY AND EQUIPMENT | LINE |
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CASH FARM EXPENSES

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Carry To Next Page

CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES INSURANCE UTILITIES | | | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES INSURANCE UTILITIES | | | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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CASH FARM EXPENSES

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CASH FARM EXPENSES

NON-OPERATING EXPENDITURES

SCHEDULE F PART II ITEMS

**CAPITAL ASSETS BOUGHT
(Schedule D Items)**

| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | L I N E |
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ANNUAL SUMMARY OF FARM EXPENSES

| L I N E | MONTH | NO. OR HEAD | QUANTITY | TOTAL AMOUNT | SCHEDULE F PART II ITEMS | | | | | | | | |
|------------------|------------------|-------------------|----------|-----------------|--|----------------|---------|----------------------|-------------------|--|---------------------------|-----------------|----------|
| | | | | | FEEDER LIVESTOCK BOUGHT Sch. F Part I | HIRED LABOR | REPAIRS | INTEREST AND RENT | FEED PURCHASED | SEEDS SPRAYS AND CROP EXPENSE | FERTILIZER AND LIME | MACHINE HIRE | SUPPLIES |
| | | | | | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 1 | JANUARY | | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| 2 | FEBRUARY | | | | | | | | | | | | |
| 3 | MARCH | | | | | | | | | | | | |
| 4 | APRIL | | | | | | | | | | | | |
| 5 | MAY | | | | | | | | | | | | |
| 6 | JUNE | | | | | | | | | | | | |
| 7 | JULY | | | | | | | | | | | | |
| 8 | AUGUST | | | | | | | | | | | | |
| 9 | SEPTEMBER | | | | | | | | | | | | |
| 10 | OCTOBER | | | | | | | | | | | | |
| 11 | NOVEMBER | | | | | | | | | | | | |
| 12 | 11 MONTHS TOTALS | | | | | | | | | | | | |
| 13 | DECEMBER | | | | | | | | | | | | |
| 14 | TOTAL FOR YEAR | | | | | | | | | | | | |

ANNUAL SUMMARY OF QUANTITY BOUGHT

| | UNITS | NO. | POUNDS | NO. | POUNDS | NO. | POUNDS | HOURS | | | | | |
|----|----------------|-----|--------|-----|--------|-----|--------|-------|--|--|--|--|--|
| | | | | | | | | | | | | | |
| 15 | JANUARY | | | | | | | | | | | | |
| 16 | FEBRUARY | | | | | | | | | | | | |
| 17 | MARCH | | | | | | | | | | | | |
| 18 | APRIL | | | | | | | | | | | | |
| 19 | MAY | | | | | | | | | | | | |
| 20 | JUNE | | | | | | | | | | | | |
| 21 | JULY | | | | | | | | | | | | |
| 22 | AUGUST | | | | | | | | | | | | |
| 23 | SEPTEMBER | | | | | | | | | | | | |
| 24 | OCTOBER | | | | | | | | | | | | |
| 25 | NOVEMBER | | | | | | | | | | | | |
| 26 | DECEMBER | | | | | | | | | | | | |
| 27 | TOTAL FOR YEAR | | | | | | | | | | | | |

ANNUAL SUMMARY OF FARM EXPENSES

| SCHEDULE F PART II ITEMS | | | | | | | | | | | CAPITAL ASSETS BOUGHT (Schedule D Items) | | | | L I N E |
|--------------------------|---------------------------|---------|-------------------|-----------|-----------|----------------------|---|-----------------------------|----------------------|-------|---|---------------------------------------|-------------------------------|----|------------------|
| LIVESTOCK EXPENSE | GAS OIL AND FUEL | STORAGE | TAXES | INSURANCE | UTILITIES | MARKETING EXPENSE | CONSERV. AND LAND CLEARING EXPENSE | EMPLOYEE BENEFIT PLAN | AUTO (Farm Share) | OTHER | PURCHASED BREEDING LIVESTOCK | BUILDINGS AND IMPROVE- MENTS | MACHINERY AND EQUIPMENT | | |
| | | | (Farm Share Only) | | | | | | | | | | | | |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | | |
| \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | | |
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DEBT PAYMENT RECORD

| ACCOUNTS I OWE TO: | OWED AT FIRST OF YEAR | CHARGED OR BORROWED DURING YEAR | DATE DUE | PAYMENT MADE | | PAYMENT MADE | | PAYMENT MADE | | AMOUNT I OWE AT END OF YEAR |
|--------------------|-----------------------------|---------------------------------------|-------------|--------------|--------|--------------|--------|--------------|--------|-----------------------------------|
| | | | | Date | Amount | Date | Amount | Date | Amount | |
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| TOTALS | | | | | | | | | | 27 |

CASH FARM RECEIPTS

| L I N E | DATE | ITEM | NO. OR HEAD | QUANTITY | TOTAL AMOUNT | SCHEDULE F PART I (Write In Column Headings for Your Business) | | | | | | | | | | | | | | | | |
|------------------|------|---------------------------------------|-------------------|------------|-----------------|--|--|--------|----------------|------|----------|--------|--|--|--|--|--|--|--|-------|--|-------|
| | | | | | | Raised Livestock Sold (Not Breeding Stock) | Purchased Feeder Livestock Sold | Grain | Sugar Beets | Milk | Eggs | Apples | | | | | | | | | | |
| | | | | | | 4 | 5 | 6 | 7 | 8 | 9 | 10 | | | | | | | | | | |
| Column Number | 1 | 2 | 3 | | | | | | | | | | | | | | | | | | | |
| 1 | 5 | Milk - M. M. P. A. | | 40,307 lbs | \$3,844 - | | | | | | | | | | | | | | | | | |
| 2 | 7 | Wheat - Rich Elevator | | 216 bu | 496 80 | | | 496 80 | | | | | | | | | | | | | | |
| 3 | 9 | Dairy Cow (raised) Action Auction | 1 | | 240 61 | | | | | | | | | | | | | | | | | |
| 4 | 9 | Dairy Calf " " | 1 | | 30 50 | 30 50 | | | | | | | | | | | | | | | | |
| 5 | 9 | Sw (raised) " " | 1 | 417 lbs | 85 90 | | | | | | | | | | | | | | | | | |
| 6 | 12 | Steers (purchased) " " | 6 | 6,300 lbs | 2,205 - | | 2,205 - | | | | | | | | | | | | | | | |
| 7 | 13 | Eggs - Co-op | | 100 doz | 41 50 | | | | | | | | | | | | | | | 41 50 | | |
| 8 | 17 | Sugar Beets - 1 st payment | | 200 T | 1,650 24 | | | | | | 1,650 24 | | | | | | | | | | | |
| 9 | 22 | Apples | | 50 bu | 200 - | | | | | | | | | | | | | | | | | 200 - |
| 10 | | | | | | | | | | | | | | | | | | | | | | |
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EXAMPLE

RECORDING INCOME

(Pages 72-89)

INTRODUCTION:

For Federal income tax reporting a distinction is made between income and expense which result from the operation of a business and the gains (or losses) incurred in holding assets which one must own in order to conduct a particular business. These capital assets, commonly referred to as Form 4797 items, must be kept separate and any gains (or losses) reported on (Form 4797). This gain or loss does not affect the level of qualification for social security. In this record book the last columns to the right in both the income and expense section have been designated as non-operating income and expenditures for this purpose.

Columns 1, 2 and 3 are to be used for recording quantities and dollar amounts in journal fashion. The quantities are necessary for business analysis and planning. The total of column 3 can be used as a cross-check of the totals of all other columns to guard against posting errors. Also, it can be used for initial recording during rush periods and the

figures posted to the proper itemized column when more time is available. Space is provided on pages 88 and 89 to record monthly totals of quantities and dollars for each kind of income.

Many items of income are erroneously reported on Schedule F which should be reported on a Schedule B, C or D and totaled on the individual's Form 1040.

For a more complete discussion, get a copy of the "Farmers' Tax Guide" from your County Agricultural Agent or the Internal Revenue Service.

OPERATING INCOME

1. Schedule F Part I

Column 4 is for the income from raised livestock which do not qualify for capital gain treatment in columns 22 and 23. Included are raised slaughter livestock (calves, steers, lambs and pigs).

Column 5 is for the sale of feeder livestock that has previously been purchased to be fed out and resold.

Columns 6 through 16 are for income from the sale of crops and livestock products. Be sure to use the same order of headings on each page to avoid confusion.

Column 17 is for custom income.

Column 18 has been provided for the sale of maple products, Christmas trees, pulp wood and timber. Under special conditions, timber can be a Form 4797 item. See the Farmers' Tax Guide for details.

Column 19 is for patronage dividends and refunds which result from the operation of the business.

Column 20 is for government payments for agricultural conservation practices, diversion payments for reducing production and wheat certificates. Also included are payments received for tiling.

Column 21 is for any other miscellaneous income not reported elsewhere.

| CASH FARM RECEIPTS | | | | | | | | | | | NON-OPERATING INCOME | | | | |
|--|----|----|----|----|----|--------------|-----------------|---------------------------------|------------------------|-------|--|-------|----------------------------|-------------------------|------|
| SCHEDULE F PART I (Write in Column Headings for Your Business) | | | | | | | | | | | CAPITAL ASSETS SOLD (Form 4797 Items) | | | | |
| | | | | | | | | | | | Purchased or Raised Dairy and Breeding Stock | | Buildings and Improvements | Machinery and Equipment | LINE |
| | | | | | | Machine Work | Forest Products | Patronage Dividends and Refunds | Agr'l Program Payments | Other | Dairy | Swine | | | |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | |
| \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | 1 |
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EXAMPLE

RECORDING INCOME (Cont'd)

NON-OPERATING INCOME

1. Capital Assets Sold

Columns 22 and 23 — Any raised or purchased dairy cattle (cows or bulls), beef cattle, sheep or swine which qualify as breeding stock should be reported in these columns. Most farms will have only two classes of livestock. Write in dairy, beef, sheep or

swine as appropriate. Since the livestock listed above must be held for a specified number of months to qualify as a long term gain (see Farmers' Tax Guide), it is best to mark any which were held less than the specified number of months for reporting in another part of Form 4797.

Column 24 — The income received from the sale of any building or other real estate should be reported

here. This also includes insurance collected for buildings damaged or destroyed. Check the regulations carefully when preparing income tax reports as several different options are available.

Column 25 — The income received from the sale of machinery can be recorded here. This does not include machinery traded in.

CASH FARM RECEIPTS

| L I N E | DATE | ITEM | NO. OR HEAD | QUANTITY | SCHEDULE F PART I (Write In Column Headings for Your Business) | | | | | | | | | | |
|------------------|---------------|---------------|-------------------|----------|--|----|---|--|----|----|----|----|----|----|--|
| | | | | | TOTAL AMOUNT | | Raised Livestock Sold (Not Breeding Stock) | Purchased Feeder Livestock Sold | | | | | | | |
| | | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
| | Column Number | | | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | |
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| 35 | | TOTALS | | | | | | | | | | | | | |

Carry To Next Page

CASH FARM RECEIPTS

NON-OPERATING INCOME

SCHEDULE F PART I (Write in Column Headings for Your Business)

CAPITAL ASSETS SOLD (Form 4797 Items)

| CASH FARM RECEIPTS | | | | | | | | | | | NON-OPERATING INCOME | | | | |
|--|----|----|----|----|----|--------------|-----------------|---------------------------------|------------------------|-------|--|----|----------------------------|-------------------------|------|
| SCHEDULE F PART I (Write in Column Headings for Your Business) | | | | | | | | | | | CAPITAL ASSETS SOLD (Form 4797 Items) | | | | |
| | | | | | | Machine Work | Forest Products | Patronage Dividends and Refunds | Agr'l Program Payments | Other | Purchased or Raised Dairy and Breeding Stock | | Buildings and Improvements | Machinery and Equipment | LINE |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | |
| \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | |
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CASH FARM RECEIPTS

| L I N E | DATE | ITEM | NO. OR HEAD | QUANTITY | SCHEDULE F PART I (Write In Column Headings for Your Business) | | | | | | | | | |
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| | | | | | TOTAL AMOUNT | | Raised Livestock Sold (Not Breeding Stock) | Purchased Feeder Livestock Sold | | | | | | |
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CASH FARM RECEIPTS

NON-OPERATING INCOME

SCHEDULE F PART I (Write in Column Headings for Your Business)

CAPITAL ASSETS SOLD (Form 4797 Items)

| CASH FARM RECEIPTS | | | | | | | | | | | NON-OPERATING INCOME | | | | |
|--|----|----|----|----|----|--------------------|-----------------------|---------------------------------------|------------------------------|-------------|--|----|----------------------------|-------------------------|------|
| SCHEDULE F PART I (Write in Column Headings for Your Business) | | | | | | | | | | | CAPITAL ASSETS SOLD (Form 4797 Items) | | | | |
| | | | | | | | | | | | Purchased or Raised Dairy and Breeding Stock | | Buildings and Improvements | Machinery and Equipment | LINE |
| 11 | 12 | 13 | 14 | 15 | 16 | Machine Work 17 | Forest Products 18 | Patronage Dividends and Refunds 19 | Agr'l Program Payments 20 | Other 21 | 22 | 23 | 24 | 25 | |
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CASH FARM RECEIPTS

| L I N E | DATE | ITEM | NO. OR HEAD | QUANTITY | SCHEDULE F PART I (Write In Column Headings for Your Business) | | | | | | | | | |
|------------------|------|---------------|-------------------|----------|--|---|---|--|----|---|----|----|----|--|
| | | | | | TOTAL AMOUNT | | Raised Livestock Sold (Not Breeding Stock) | Purchased Feeder Livestock Sold | | | | | | |
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| 35 | | TOTALS | | | | | | | | | | | | |

CASH FARM RECEIPTS

NON-OPERATING INCOME

SCHEDULE F PART I (Write in Column Headings for Your Business)

CAPITAL ASSETS SOLD (Form 4797 Items)

| SCHEDULE F PART I (Write in Column Headings for Your Business) | | | | | | | | | | | CAPITAL ASSETS SOLD (Form 4797 Items) | | | | | L I N E |
|--|----|----|----|----|----|--------------------|-----------------------|---------------------------------------|------------------------------|-------------|--|----|----------------------------|-------------------------|----|------------------|
| | | | | | | | | | | | Purchased or Raised Dairy and Breeding Stock | | Buildings and Improvements | Machinery and Equipment | | |
| 11 | 12 | 13 | 14 | 15 | 16 | Machine Work 17 | Forest Products 18 | Patronage Dividends and Refunds 19 | Agr'l Program Payments 20 | Other 21 | 22 | 23 | | | 24 | |
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CASH FARM RECEIPTS

| L I N E | DATE | ITEM | NO. OR HEAD | QUANTITY | SCHEDULE F PART I (Write In Column Headings for Your Business) | | | | | | | | | |
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| | | | | | TOTAL AMOUNT | | Raised Livestock Sold (Not Breeding Stock) | Purchased Feeder Livestock Sold | | | | | | |
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| 35 | | TOTALS | | | | | | | | | | | | |

CASH FARM RECEIPTS

NON-OPERATING INCOME

SCHEDULE F PART I (Write in Column Headings for Your Business)

CAPITAL ASSETS SOLD (Form 4797 Items)

| | | | | | | Machine Work | Forest Products | Patronage Dividends and Refunds | Agr'l Program Payments | Other | Purchased or Raised Dairy and Breeding Stock | | Buildings and Improvements | Machinery and Equipment | LINE |
|----|----|----|----|----|----|--------------|-----------------|---------------------------------|------------------------|-------|--|----|----------------------------|-------------------------|------|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | |
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CASH FARM RECEIPTS

NON-OPERATING INCOME

SCHEDULE F PART I (Write in Column Headings for Your Business)

CAPITAL ASSETS SOLD (Form 4797 Items)

| CASH FARM RECEIPTS | | | | | | | | | | | NON-OPERATING INCOME | | | | |
|--|----|----|----|----|----|--------------------|-----------------------|---------------------------------------|------------------------------|-------------|--|----|----------------------------|-------------------------|---------|
| SCHEDULE F PART I (Write in Column Headings for Your Business) | | | | | | | | | | | CAPITAL ASSETS SOLD (Form 4797 Items) | | | | |
| | | | | | | | | | | | Purchased or Raised Dairy and Breeding Stock | | Buildings and Improvements | Machinery and Equipment | L I N E |
| 11 | 12 | 13 | 14 | 15 | 16 | Machine Work 17 | Forest Products 18 | Patronage Dividends and Refunds 19 | Agr'l Program Payments 20 | Other 21 | 22 | 23 | 24 | 25 | |
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CASH FARM RECEIPTS

| L I N E | DATE | ITEM | NO. OR HEAD | QUANTITY | SCHEDULE F PART I (Write In Column Headings for Your Business) | | | | | | | | | | |
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| | | | | | TOTAL AMOUNT | | Raised Livestock Sold (Not Breeding Stock) | Purchased Feeder Livestock Sold | | | | | | | |
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| 35 | | TOTALS | | | | | | | | | | | | | |

Carry To Next Page

CASH FARM RECEIPTS

NON-OPERATING INCOME

SCHEDULE F PART I (Write in Column Headings for Your Business)

CAPITAL ASSETS SOLD (Form 4797 Items)

| | | | | | | Machine Work | Forest Products | Patronage Dividends and Refunds | Agr'l Program Payments | Other | Purchased or Raised Dairy and Breeding Stock | | Buildings and Improvements | Machinery and Equipment | LINE |
|----|----|----|----|----|----|--------------|-----------------|---------------------------------|------------------------|-------|--|----|----------------------------|-------------------------|------|
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CASH FARM RECEIPTS

| L I N E | DATE | ITEM | NO. OR HEAD | QUANTITY | SCHEDULE F PART I (Write In Column Headings for Your Business) | | | | | | | | | | |
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| | | | | | TOTAL AMOUNT | | Raised Livestock Sold (Not Breeding Stock) | Purchased Feeder Livestock Sold | | | | | | | |
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| 35 | | TOTALS | | | | | | | | | | | | | |

Carry To Next Page

CASH FARM RECEIPTS

NON-OPERATING INCOME

SCHEDULE F PART I (Write in Column Headings for Your Business)

CAPITAL ASSETS SOLD (Form 4797 Items)

| CASH FARM RECEIPTS | | | | | | | | | | | NON-OPERATING INCOME | | | | |
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| SCHEDULE F PART I (Write in Column Headings for Your Business) | | | | | | | | | | | CAPITAL ASSETS SOLD (Form 4797 Items) | | | | |
| | | | | | | | | | | | Purchased or Raised Dairy and Breeding Stock | | Buildings and Improvements | Machinery and Equipment | L I N E |
| 11 | 12 | 13 | 14 | 15 | 16 | Machine Work 17 | Forest Products 18 | Patronage Dividends and Refunds 19 | Agr'l Program Payments 20 | Other 21 | 22 | 23 | 24 | 25 | |
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CASH FARM RECEIPTS

| L I N E | DATE | ITEM | NO. OR HEAD | QUANTITY | SCHEDULE F PART I (Write In Column Headings for Your Business) | | | | | | | | | |
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| | | | | | TOTAL AMOUNT | | Raised Livestock Sold (Not Breeding Stock) | Purchased Feeder Livestock Sold | | | | | | |
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| 30 | | | | | | | | | | | | | | |
| 31 | | | | | | | | | | | | | | |
| 32 | | | | | | | | | | | | | | |
| 33 | | | | | | | | | | | | | | |
| 34 | | | | | | | | | | | | | | |
| 35 | | TOTALS | | | | | | | | | | | | |

Carry To Next Page

CASH FARM RECEIPTS

NON-OPERATING INCOME

SCHEDULE F PART I (Write in Column Headings for Your Business)

CAPITAL ASSETS SOLD (Form 4797 Items)

| SCHEDULE F PART I (Write in Column Headings for Your Business) | | | | | | | | | | | CAPITAL ASSETS SOLD (Form 4797 Items) | | | | |
|--|----|----|----|----|----|--------------------|-----------------------|---------------------------------------|------------------------------|-------------|--|----|----------------------------|-------------------------|------|
| | | | | | | | | | | | Purchased or Raised Dairy and Breeding Stock | | Buildings and Improvements | Machinery and Equipment | LINE |
| 11 | 12 | 13 | 14 | 15 | 16 | Machine Work 17 | Forest Products 18 | Patronage Dividends and Refunds 19 | Agr'l Program Payments 20 | Other 21 | 22 | 23 | 24 | 25 | 26 |
| \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | | | | | | | | | | | | | | | 1 |
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| | | | | | | | | | | | | | | | 35 |

ANNUAL SUMMARY OF FARM INCOME

| MONTH | | SCHEDULE F PART I | | | | | | | | | | | | | | | | | |
|-------|------------------|-------------------|--|--|--|---------------------------------|--|----|--|----|--|----|--|----|--|----|--|----|--|
| | | TOTAL AMOUNT | | RAISED LIVESTOCK SOLD (Not Breeding Stock) | | PURCHASED FEEDER LIVESTOCK SOLD | | 6 | | 7 | | 8 | | 9 | | 10 | | 11 | |
| | | | | | | | | | | | | | | | | | | | |
| 1 | JANUARY | \$ | | \$ | | \$ | | \$ | | \$ | | \$ | | \$ | | \$ | | \$ | |
| 2 | FEBRUARY | | | | | | | | | | | | | | | | | | |
| 3 | MARCH | | | | | | | | | | | | | | | | | | |
| 4 | APRIL | | | | | | | | | | | | | | | | | | |
| 5 | MAY | | | | | | | | | | | | | | | | | | |
| 6 | JUNE | | | | | | | | | | | | | | | | | | |
| 7 | JULY | | | | | | | | | | | | | | | | | | |
| 8 | AUGUST | | | | | | | | | | | | | | | | | | |
| 9 | SEPTEMBER | | | | | | | | | | | | | | | | | | |
| 10 | OCTOBER | | | | | | | | | | | | | | | | | | |
| 11 | NOVEMBER | | | | | | | | | | | | | | | | | | |
| 12 | 11 MONTHS TOTALS | | | | | | | | | | | | | | | | | | |
| 13 | DECEMBER | | | | | | | | | | | | | | | | | | |
| 14 | TOTAL FOR YEAR | | | | | | | | | | | | | | | | | | |

ANNUAL SUMMARY OF QUANTITY SOLD

| | UNITS | NO. | | POUNDS | | NO. | | POUNDS | | | | |
|----|----------------|-----|--|--------|--|-----|--|--------|--|--|--|--|
| | | | | | | | | | | | | |
| 15 | JANUARY | | | | | | | | | | | |
| 16 | FEBRUARY | | | | | | | | | | | |
| 17 | MARCH | | | | | | | | | | | |
| 18 | APRIL | | | | | | | | | | | |
| 19 | MAY | | | | | | | | | | | |
| 20 | JUNE | | | | | | | | | | | |
| 21 | JULY | | | | | | | | | | | |
| 22 | AUGUST | | | | | | | | | | | |
| 23 | SEPTEMBER | | | | | | | | | | | |
| 24 | OCTOBER | | | | | | | | | | | |
| 25 | NOVEMBER | | | | | | | | | | | |
| 26 | DECEMBER | | | | | | | | | | | |
| 27 | TOTAL FOR YEAR | | | | | | | | | | | |

CASH FLOW STATEMENT
(By 3-Month Time Periods)

| OPERATING INCOME | Months: | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Annual | Year |
|---|---------|-------------|-------------|-------------|-------------|--------|------|
| 1. Crops | | | | | | | |
| 2. Livestock | | | | | | | |
| 3. Livestock products | | | | | | | |
| 4. Government payments | | | | | | | |
| 5. | | | | | | | |
| 6. Total Operating Income | | | | | | | |
| CAPITAL SALES | | | | | | | |
| 7. Livestock (dairy, breeding) | | | | | | | |
| 8. Machinery | | | | | | | |
| 9. | | | | | | | |
| 10. Total Capital Sales | | | | | | | |
| NON-FARM INCOME | | | | | | | |
| 11. Wages | | | | | | | |
| 12. | | | | | | | |
| 13. Total Non-farm Income | | | | | | | |
| OPERATING EXPENSES | | | | | | | |
| 14. Hired labor | | | | | | | |
| 15. Repairs and Maintenance | | | | | | | |
| 16. Rent and leases | | | | | | | |
| 17. Feed purchased | | | | | | | |
| 18. Feeder stock purchased | | | | | | | |
| 19. Seed and plants | | | | | | | |
| 20. Chemicals | | | | | | | |
| 21. Fertilizer and lime | | | | | | | |
| 22. Custom hire | | | | | | | |
| 23. Supplies | | | | | | | |
| 24. Breeding fees | | | | | | | |
| 25. Veterinary, medicine | | | | | | | |
| 26. Gas, fuel, and oil | | | | | | | |
| 27. Utilities | | | | | | | |
| 28. Taxes (property) | | | | | | | |
| 29. Insurance | | | | | | | |
| 30. Miscellaneous | | | | | | | |
| 31. | | | | | | | |
| 32. Total Operating Expenses | | | | | | | |
| CAPITAL EXPENDITURES | | | | | | | |
| 33. Livestock (dairy, breeding) | | | | | | | |
| 34. Machinery | | | | | | | |
| 35. | | | | | | | |
| 36. Total Capital Expenditures | | | | | | | |
| OTHER EXPENDITURES | | | | | | | |
| 37. Family & non-farm business | | | | | | | |
| 38. Prior years debt—Principal Payment | | | | | | | |
| 39. Prior years debt—Interest Payment | | | | | | | |
| CASH FLOW SUMMARY | | | | | | | |
| 40. Beginning Bank Balance | | | | | | | |
| 41. Total Income (6 + 10 + 13) | | | | | | | |
| 42. Total Expenditures (32 + 36 + 37 + 38 + 39) | | | | | | | |
| 43. Cash Difference (40 + 41 - 42) | | | | | | | |
| 44. Borrowing Necessary | | | | | | | |
| 45. Current years debt—Principal Payment | | | | | | | |
| 46. Current years debt—Interest Payment | | | | | | | |
| 47. Ending Bank Balance | | | | | | | |
| 48. Current Year's Outstanding Debt | | | | | | | |
| 49. Total Outstanding Debt | | | | | | | |

**SCHEDULE F
(Form 1040)**

Department of the Treasury
Internal Revenue Service

Farm Income and Expenses

(Compute social security self-employment tax on Schedule SE)

▶ Attach to Form 1040 or Form 1065. ▶ See Instructions for Schedule F (Form 1040).

▶ If rental income, see instructions before using this schedule.

Name of proprietor(s)

Social security number

Business name and address

Employer identification number
(See instructions)

Location of farm(s) and number of acres in each farm

Part I Farm Income—Cash Receipts and Disbursements Method

Do not include sales of livestock held for draft, breeding, sport, or dairy purposes; report such sales on Form 4797.

Sales of Purchased Livestock and Other Items Purchased for Resale

| a. Description | b. Amount received | c. Cost or other basis |
|---|--------------------|------------------------|
| 1 Livestock: | \$ | \$ |
| 2 Other items: | | |
| 3 Totals | \$ | \$ |
| 4 Profit or (loss), subtract line 3, column c from line 3, column b | | \$ |

Sales of Market Livestock and Produce Raised and Held Primarily for Sale and Other Farm Income

| Kind | Quantity | Amount |
|---------------------|----------|--------|
| 5 Cattle | | \$ |
| 6 Calves | | |
| 7 Sheep | | |
| 8 Swine | | |
| 9 Poultry | | |
| 10 Dairy products | | |
| 11 Eggs | | |
| 12 Wool | | |
| 13 Cotton | | |
| 14 Tobacco | | |
| 15 Vegetables | | |
| 16 Grain | | |
| 17 Fruits and nuts | | |
| 18 Other (specify): | | |

OTHER FARM INCOME

| | | |
|---|--|----|
| 19 Machine work | | |
| 20 (a) Patronage dividends (See Sch. F instructions) | | |
| (b) Per-unit retains (See Sch. F instructions) | | |
| 21 Nonpatronage distributions from exempt cooperatives | | |
| 22 Agricultural program payments: | | |
| (a) Cash | | |
| (b) Materials and services | | |
| 23 Commodity credit loans under election (or forfeited) | | |
| 24 Federal gasoline tax credit | | |
| 25 State gasoline tax refund | | |
| 26 Other (specify): | | |
| 27 Add lines 5 through 26 | | \$ |
| 28 Gross profits *(add lines 4 and 27) | | \$ |

Part II Farm Deductions—For Cash and Accrual Method Taxpayers

F

Do not include personal or living expenses not attributable to production of farm income, such as taxes, insurance, repairs, etc., on your dwelling.

| Items | Amount |
|---|--------|
| 29 Labor hired | \$ |
| 30 Repairs, maintenance | |
| 31 Interest | |
| 32 Rent of farm, pasture | |
| 33 Feed purchased | |
| 34 Seeds, plants purchased | |
| 35 Fertilizers, lime, chemicals | |
| 36 Machine hire | |
| 37 Supplies purchased | |
| 38 Breeding fees | |
| 39 Veterinary fees, medicine | |
| 40 Gasoline, fuel, oil | |
| 41 Storage, warehousing | |
| 42 Taxes | |
| 43 Insurance | |
| 44 Utilities | |
| 45 Freight, trucking | |
| 46 Conservation expenses | |
| 47 Land clearing expenses | |
| 48 Pension and profit-sharing plans (see Sch. F instructions) | |
| 49 Employee benefit programs other than line 48 (see Sch. F instructions) | |
| 50 Other (specify): | |
| 51 Add lines 29 through 50 | \$ |
| 52 Depreciation (from line 57, Part III) | |
| 53 Total deductions. Add lines 51 and 52 | \$ |

54 Net farm profit or (loss) (subtract line 53 from 28). Enter here and on Form 1040, line 33 or on Form 1065, line 9. ALSO enter on Schedule SE, Part I, line 1(a)

* Use amount on line 28 for optional method of computing net earnings from self-employment. (See Schedule SE, Part I, line 3.)

FINANCIAL STATEMENT

19_____

ASSETS

First of Year

End of Year

Current:

| | | | |
|--|----------|--|----------|
| Cash on hand | \$ _____ | | \$ _____ |
| Cash on deposit | _____ | | _____ |
| Notes receivable | _____ | | _____ |
| Accounts receivable | _____ | | _____ |
| Livestock held for sale | _____ | | _____ |
| Crops held for sale and feed | _____ | | _____ |
| Cash investment in growing crops | _____ | | _____ |
| Securities (marketable) | _____ | | _____ |
| Cash surrender value of life insurance | _____ | | _____ |
| Total Current Assets | \$ _____ | | \$ _____ |

Intermediate:

| | | | |
|---|-------|--|-------|
| Auto and trucks | _____ | | _____ |
| Machinery and equipment | _____ | | _____ |
| Breeding and dairy livestock | _____ | | _____ |
| Securities (not readily marketable) | _____ | | _____ |
| Total Intermediate Assets | _____ | | _____ |

Long-term:

| | | | |
|-------------------------------------|-------|--|-------|
| Farmland | _____ | | _____ |
| Farm improvements | _____ | | _____ |
| Nonfarm real estate | _____ | | _____ |
| Household furnishings | _____ | | _____ |
| Total Long-term Assets | _____ | | _____ |
| Total Assets | _____ | | _____ |

LIABILITIES

Current:

| | | | |
|--|-------|--|-------|
| Notes payable to credit institutions | _____ | | _____ |
| Notes payable to individuals | _____ | | _____ |
| Notes payable to others | _____ | | _____ |
| Accounts payable | _____ | | _____ |
| Portion of intermediate-term debt | | | |
| due within 12 months | _____ | | _____ |
| Portion of long-term debt | | | |
| due within 12 months | _____ | | _____ |
| Rent, taxes and interest due | _____ | | _____ |
| Loans against life insurance | _____ | | _____ |
| Total Current Liabilities | _____ | | _____ |

Intermediate-term: (1 to 10 years)

| | | | |
|---|-------|--|-------|
| Notes to credit institution | _____ | | _____ |
| Notes to others | _____ | | _____ |
| Total Intermediate Liabilities | _____ | | _____ |

Long-term:

| | | | |
|--|-------|--|-------|
| Mortgage on farm real estate | _____ | | _____ |
| Mortgage on other real estate | _____ | | _____ |
| Total Long-Term Liabilities | _____ | | _____ |
| Total Liabilities | _____ | | _____ |

NET WORTH

| | | | |
|---------------------------------|----------|--|----------|
| (assets less liabilities) | \$ _____ | | \$ _____ |
|---------------------------------|----------|--|----------|

SILO CAPACITIES OF CORNAGE PER FOOT OF HEIGHT

Approximate bushels of dry grain (15.5%)

| Kernel moisture content | Conversion Factor | Inside silo diameter (feet) | | | | | | | | | | |
|---|-------------------|-----------------------------|----|----|-----|-----|-----|-----|-----|-----|-----|-----|
| | | 8 | 10 | 12 | 14 | 16 | 18 | 20 | 22 | 24 | 26 | 30 |
| SHELLED CORN (1.25 cubic feet per bushel at 15.5 per cent moisture) | | | | | | | | | | | | |
| 15.5(*) | 1.0 | 40 | 63 | 90 | 123 | 160 | 204 | 251 | 304 | 362 | 424 | 640 |
| 24 | .93 | 37 | 58 | 84 | 114 | 148 | 188 | 233 | 281 | 334 | 392 | 592 |
| 28 | .89 | 35 | 56 | 80 | 109 | 142 | 180 | 224 | 270 | 320 | 376 | 568 |
| 32 | .85 | 34 | 53 | 77 | 105 | 136 | 173 | 214 | 258 | 307 | 360 | 543 |
| GROUND EAR CORN (1.94 cubic feet per bushel at 15.5 percent kernel moisture) | | | | | | | | | | | | |
| 15.5 | 1.0 | 26 | 41 | 59 | 80 | 103 | 131 | 162 | 196 | 233 | 274 | 413 |
| 24 | .90 | 23 | 37 | 53 | 72 | 94 | 119 | 148 | 176 | 213 | 250 | 375 |
| 28 | .86 | 22 | 35 | 50 | 69 | 90 | 114 | 141 | 169 | 203 | 238 | 358 |
| 32 | .83 | 21 | 34 | 48 | 66 | 86 | 109 | 134 | 162 | 193 | 227 | 342 |

(*) This first line is for dry grain and can be used to measure capacity of round bins for all small grains.
 Conversion Factor—For any size not listed multiply the dry grain capacity of the storage by this factor at listed moisture content to determine equivalent in dry grain.
 Density increases with depth but no allowance was made for compaction in this table. Silos 40 feet or higher may have 10 percent greater capacity than shown in table.

CAPACITIES OF BINS AND CRIBS IN DRY GRAIN

To find the capacities in bushels, first find the volume in cubic feet:
 For a crib or cube multiply the length x width x height (all in feet).
 For round bins, cribs, or silo multiply the radius (1/2 diameter) x radius x 3.1416 x height.

Then to convert cubic feet to bushels:
 Multiply by .8 for small grain or shelled corn.
 Multiply by .4 if ear corn.
 Multiply by .515 if ground ear corn.

For round bins you may use the top line in Table and multiply by height in feet.

Crib capacities in bushels for ear corn per foot of length:

| Width in feet | Height in Feet | | | | |
|------------------|----------------|-----|------|------|------|
| | 8' | 10' | 12' | 14' | 16' |
| 5 | 16 | 20 | 24 | 28 | 32 |
| 6 | 19.2 | 24 | 28.8 | 33.6 | 38.4 |

STANDARD WEIGHTS OF FARM PRODUCTS PER BUSHEL

| | lbs. | | lbs. | | lbs. |
|---------------------------|-------|------------------|------|------------------|-------|
| Alfalfa | 60 | Corn (shelled) | 56 | Ryegrass | 24 |
| Apples (average) | 50 | Corn kernel meal | 50 | Rye | 56 |
| Barley (common) | 48 | Corn (sweet) | 50 | Soybeans | 60 |
| Beans | 60 | Cowpeas | 60 | Spelt | 30-40 |
| Bluegrass, (Kentucky) | 14-28 | Flax | 56 | Sorghum | 56 |
| Bromegrass, Orchard grass | 14 | Millet (grain) | 50 | Sudan grass | 40 |
| Buckwheat | 50 | Oats | 32 | Sunflower | 24 |
| Clover | 60 | Onions | 52 | Timothy | 45 |
| Corn (dry ear) | 70 | Peas | 60 | Wheat | 60 |
| Corn and cob meal | 45 | Potatoes | 60 | Milk, per gallon | 8.6 |

RULE OF THUMB ON SILO CAPACITIES:

- 20' x 60' = 500 T.
- 20' x 50' = 390 T.
- 20' x 40' = 280 T.
- 20' x 70' = 575 T.

For any other size silo the radius squared expressed as a decimal (divided by 100) times the tonnage of a 20 ft. silo will give the capacity in tons.

Examples:

- 30' x 60'—15 x 15 = 2.25 x 500 or 1145 Tons
- 16' x 50'— 8 x 8 = .64 x 390 or 250 Tons
- 12' x 40'— 6 x 6 = .36 x 280 or 101 Tons

TO CONVERT HIGH MOISTURE FORAGE TO DRY HAY EQUIVALENT

Method A—Read the tonnage from the Silo Capacity Table. Then divide this figure by 3 to convert to dry hay equivalent. This will be a close estimate regardless of the moisture content of the grass or haylage.

Method B—Multiply the tonnage of green or wet material by the dry hay per ton equivalent in the following table:

| Hay or Forage | Percent Moisture | Dry Hay Per Ton |
|---------------|------------------|-----------------|
| Green chop | 88 | .25 tons |
| Grass silage | 70 | .34 |
| Grass silage | 65 | .40 |
| Haylage | 60 | .45 |
| Haylage | 50 | .57 |
| Haylage | 40 | .68 |

SILO CAPACITY: TONS OF CORN OR GRASS SILAGE (68% MOISTURE) IN SETTLED UNOPENED SILOS

| Depth of silage (in feet) | Inside diameter of silo in feet | | | | | | | |
|------------------------------|---------------------------------|-----|-----|-----|-----|-----|-----|------|
| | 12' | 14' | 16' | 18' | 20' | 24' | 26' | 30' |
| 8 | 11 | 15 | 20 | 25 | 31 | 45 | 52 | 70 |
| 12 | 19 | 25 | 33 | 42 | 52 | 75 | 88 | 117 |
| 16 | 28 | 38 | 49 | 62 | 77 | 111 | 130 | 173 |
| 20 | 38 | 51 | 67 | 85 | 105 | 151 | 177 | 236 |
| 24 | 49 | 66 | 87 | 110 | 135 | 194 | 228 | 304 |
| 28 | 61 | 83 | 108 | 137 | 169 | 243 | 286 | 380 |
| 32 | 74 | 100 | 131 | 166 | 205 | 295 | 346 | 461 |
| 36 | 87 | 118 | 155 | 196 | 242 | 348 | 409 | 545 |
| 40 | 101 | 138 | 180 | 229 | 280 | 403 | 473 | 630 |
| 44 | 117 | 159 | 207 | 261 | 320 | 461 | 541 | 720 |
| 50 | 137 | 186 | 248 | 310 | 389 | 560 | 673 | 875 |
| 55 | — | 212 | 283 | 365 | 444 | 639 | 750 | 999 |
| 60 | — | — | 319 | 415 | 500 | 720 | 845 | 1125 |
| 70 | — | — | — | — | 574 | 827 | 970 | 1290 |

NOTE: When a silo is partially unloaded from the top, the remaining silage is more tightly packed and heavier than the same volume in an unopened silo. Therefore, compute the weight remaining as follows:

EXAMPLE:

- Use the table to find the original 50' of settled silage in a 20' silo contents before the silo was weight 389 T. opened.
- Estimate depth of silage removed and determine its weight from table. Weight removed in 32' = 205 Tons.
- Subtract tonnage removed from original contents to find tonnage remaining. 389 T. (original contents) — 205 T. (removed in 32') = 184 T. (remaining in 18')

BUNKER SILO—Capacity For Corn Silage, 70 Percent Moisture

Formula:

Average length x width x settled depth (all in feet) x 40 lbs. = Tons
2000 lbs.

Weight per cu. ft. will vary by amount of packing, fineness of cut, moisture content, and depth of material. Use the following table to estimate pounds per cu. ft. according to depth of pile.

| Depth of silage | Pounds per cu. ft. |
|-----------------|--------------------|
| 6 ft. | 32 lbs. |
| 8 | 36 |
| 12 | 40 |
| 20 | 45 |

MEASUREMENT STANDARDS, HAY AND STRAW

| | Average cu. ft./ton | Range cu. ft./ton |
|--------------------------|------------------------|----------------------|
| Hay, baled | 275 | 250-300 |
| Hay, chopped—field cured | 425 | 400-450 |
| Hay, chopped—mow cured | 325 | 300-350 |
| Hay, long | 500 | 475-525 |
| Straw, baled | 450 | 400-500 |
| Straw, chopped | 600 | 575-625 |
| Hay, loose | 480 | 370-390 |
| Straw, loose | 800 | 750-850 |

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