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EXT FM 8831

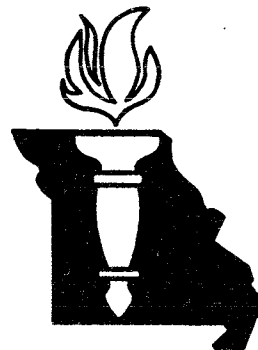
CONTENTS ONLY:
IML 10-8181-R
EXT FM-8830

Missouri Farm Business Record Book

Developed cooperatively by University
Extension and Agricultural Education

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GENERAL SUGGESTIONS

1. Accurate records are needed to prepare income tax reports and to monitor the profitability of a business. This record book is designed to be used with a minimum of effort. It is also convenient to divide the business entries into enterprises by using the "Distribution of Enterprise" columns found on Forms 5 and 11. If enterprise accounting is not desired, disregard these forms.
2. Receipts and expenditures should be recorded monthly. This results in more accurate records. Use a sharp lead pencil for your entries.
3. Different methods may be used when recording entries. Select one of the following methods at the start of the year and use it throughout the record book.
 - a. Make entries when bank statement is received.
 - b. Make entries at the time of purchase or sale. Use sales slips. The record book and the bank balance will not reconcile, and adjustments will need to be made at the end of the year for Cash Basis tax reporting.
 - c. Make entries at the time when payments are made (for purchases) or received (for sales). If a lump sum payment for different items such as feed and fertilizer is made, it will need to be entered in the appropriate columns.
4. The record book may be more useful if you:
 - a. Pay business expenses by check.
 - b. Use an adding machine with a tape print-out to improve the accuracy of calculations. Check your figures against the tape print-out.
 - c. Consider having two bank accounts: one for the business and one for personal expenditures.
5. Note that the column numbers on all Receipts and Expenditures forms correspond with line numbers on Forms 27 and 28 (Cash Flow).
6. The "Distribution of Enterprise" columns may be used several different ways:
 - a. Receipts and Expenditures may be allocated to individual enterprises such as hogs, beef cattle, bees, corn, beans, and/or tobacco.
 - b. A tenant may keep records by allocating receipts and expenditures among several different landlords.
 - c. A specialized swine producer may keep records on different groups of hogs.
 - d. A specialized producer could also divide a sheep enterprise into a breeding enterprise and finishing enterprise.
7. Be sure to post record book entries correctly. Check with your adult instructor or extension specialist for assistance.

INSTRUCTIONS FOR RECORDING FARM, NON-FARM AND PERSONAL RECEIPTS

1. At the start of each month, headings should be written in the blank columns needed on Forms 1 through 6. The same column headings should be used on each set of receipts pages.
2. Enter the date, total amount received, and a description of the item in the appropriate columns on Form 1.
3. If it is a farm receipt, enter the total again in columns 1 through 31 on Forms 1, 2, 3, and 4 or if it is a non-farm or personal receipt, enter on columns P1 through P12 on Form 6 under the appropriate heading. Be sure to enter the amount in the appropriate column.
4. Money borrowed should be entered in the "Total Receipts" column and in column 31 if borrowed for farm purchases and in column P8 if non-farm. An entry should also be made on Forms 23 or 24.
5. At the end of each month or the end of the page, an accuracy check can be made by totaling columns 1 through 31 and columns P1 through P12. This total should equal the total for the "Total Receipts" column.
6. If all entries for one month are on one set of Receipts pages, transfer the totals to Form 27 or 28. If more than one set of Receipts pages is necessary, carry the subtotals to the top of the next set of Receipts pages.
7. If enterprise accounting is used, the "Distribution of Enterprise Receipts" columns should be completed for each entry that can be allocated to a specific enterprise on Form 5 (Distribution of Enterprise Receipts).
8. The cost of fertilizer bought for rented property and reimbursed by the landlord would be entered as an expense. The amount repaid would be entered as a receipt in column 13.
9. To more accurately complete your tax records, the headings "bot" (bought) and "rsd" (raised) should be utilized in your animal breeding and non-breeding enterprises (e.g. market lambs - purchased vs. market lambs - raised).
10. Keep business receipts and personal receipts separate when entering receipts on Forms 1 through 6. If money is transferred from personal to business, it should be recorded as a business receipt on Forms 1 through 5 and a personal expense on Form 12.
11. Personal receipts may be taxable or non-taxable sources of income. Be sure to separate the non-farm and personal receipts from the farm receipts. This is the only way an actual accurate analysis can be obtained at the end of the record year.
12. Utilize the "Non-Farm and Personal Receipts" columns on Form 6 as much as possible. Three "Other" columns are provided for your convenience.
13. Totals from Form 6 need to be transferred to Form 28 "Non-Farm and Personal Cash Flow." Totals on lines A and B of Form 28 are then transferred to Form 27 "Farm Business Cash Flow at month or year end to figure total cash flow.
14. In general, receipts recorded on Forms 1, 2, and 3 are 1040 Schedule F income and receipts recorded on Form 4 are Form 4797 income.

	DATE	TOTAL RECEIPTS		DESCRIPTION (who, what, etc.)	CROP SALES												CROP INSURANCE PROCEEDS	GOVERNMENT PAYMENTS			CCC LOANS	CUSTOM WORK					
		\$	¢		Quantity													Cash	Other								
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					Subtotals to next page or totals to Summary page																						
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	PATRON- AGE DIVIDENDS	RESALES AND SETTLE- MENTS	CASH RENT	NON-BREEDING LIVESTOCK																		
				Head		Lbs.	\$ Amount	Head		Lbs.	\$ Amount	Head		Lbs.	\$ Amount							
rsd.	bot.	bot.	rsd.	bot.	rsd.																	
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LIVESTOCK PRODUCTS						OTHER FARM RECEIPTS										
Quantity																
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	18		19		20		21		22		23		24		25	26

	BREEDING LIVESTOCK												EQUIP., BLDG., & LAND SALES		MONEY BORROWED FARM		
	Head for Capital Gains																
	Qualify		Not Qualify														
	Bought	Raised	Bought	Raised	Lbs.	\$ Amount		Lbs.	\$ Amount		Lbs.	\$ Amount					
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Cut Along Dotted Line

	WAGES RECEIVED		DIVIDENDS AND INTEREST RECEIVED		RENTS AND ROYALTIES		OTHER TAXABLE INCOME		GIFTS		REIMBURSEMENT				MONEY BORROWED NON-FARM		OTHER NON- TAXABLE INCOME		OTHER NON-FARM INCOME						
											Medical		Other												
1.																									1.
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INSTRUCTIONS FOR RECORDING FARM, NON-FARM AND PERSONAL EXPENDITURES

1. At the start of each month, headings should be written in the blank columns needed on Forms 7 through 12. The same column headings should be used on each set of expenditures pages.
2. Enter the date, total cost, check number (if there is one), plus a description of each item in the appropriate columns.
3. If it is a farm expense, enter the total again in columns 32 through 64 on Forms 7, 8, 9, and 10 or if it is a non-farm or personal expenditure, enter in columns P13 to P29 on Form 12. Enter the amount in the appropriate column.
4. Loan payments on borrowed funds should be entered in the "Total Cost" column and recorded under the "Interest" and "Principal Paid on Borrowed Funds" columns. An entry should also be made on Forms 23 or 24.
5. The column "Med. Miles" should be used to record the number of miles driven for medical purposes or for charity.
6. If enterprise accounting is used, the "Distribution of Enterprise Expenditures" columns should be completed for each entry that can be allocated to a specific enterprise on Form 11.
7. At the end of the month or the end of the page, an accuracy check should be made by totaling columns 32 through 64 and P13 through P29. It should equal the total for the "Total Cost" column.
8. If all entries for the month are on one set of expenditures pages, transfer the totals to Form 27 or 28. If more than one set of Expenditures pages is used, carry the subtotals forward to the top of the next set of Expenditures pages.
9. Use one of the following two methods to record utility and other costs shared by the business and for personal use.
 - a. Enter the percentage used by the business in column 54 under the correct column and the percent age for personal use in column P24 or P25.
 - or
 - b. Each month enter the total in column 54 "Utilities", and at the end of the year subtract the necessary percentage for personal use.
10. If dealer credit is used to purchase an item such as a tractor, and repayment is over a period of time, the correct method of entering the transaction would be to list the total cost of the item on Form 7 through 10 and then record the amount owed as money borrowed on Forms 1 through 4.
11. When items such as machinery are purchased and another item is traded in, only the "boot paid" (not the list price) should be entered on Forms 7 and 10.
12. The value of capital items, such as machinery and purchased breeding animals, should also be recorded on depreciation Form 13 or 15 (Depreciation Schedules).
13. In general, expenses on Forms 7, 8, and 9 are 1040 Schedule F expenses; and expenses on Form 10 are capitalized.

	DATE	TOTAL COST		DESCRIPTION (who, what, etc.)	CHECK NO.	BREEDING FEES		CHEMICALS		CONSERVATION		FEED								
		\$	¢																	
						Lbs.	\$ Amount	Lbs.	\$ Amount	Lbs.	\$ Amount	Lbs.	\$ Amount							
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Subtotals to next page or totals to Summary page																				
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	FERTILIZER AND LIME		FREIGHT AND TRUCKING		GASOLINE, FUEL, AND OIL		INSURANCE		INTEREST				LABOR HIRED		MACHINE HIRE		CASH RENT	
									Mortgage		Other							
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Cut Along Dotted Line

REPAIRS		SEEDS AND PLANTS	STORAGE	SUPPLIES	TAXES	UTILITIES FARM SHARE	VETERINARY AND MEDICINE	MISCELLANEOUS FARM EXPENDITURES		
Machine	Buildings and Fences									
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Cut Along Dotted Line

	NEW FARM INVESTMENTS																PRINCIPAL PAID ON BORROWED FUNDS
	Non-Breeding Livestock						Breeding Livestock						Machinery, Equipment, & Fence		Land & Buildings		
	Head	Lbs.					Head	Lbs.									
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Cut Along Dotted Line

Item Description Quantity, Etc.	\$ Amount		Item Description Quantity, Etc.	\$ Amount		Item Description Quantity, Etc.	\$ Amount		Item Description Quantity, Etc.	\$ Amount		Item Description Quantity, Etc.	\$ Amount		
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	ELIGIBLE CHILD CARE		ITEMIZED DEDUCTIONS								CLOTHING	FOOD & HOUSE-HOLD	AMOR-TIZED PAYMENTS	PERSONAL CAR & TRAVEL	NON-FARM UTILITIES			NON-FARM PRINCIPAL PAYMENTS	OTHER NON-FARM EXPENDITURES															
			Casualty & Theft Loss	Contributions	INTEREST		Taxes	Medical	Med. Miles																									
					Mortgage	Other																												
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INSTRUCTIONS FOR DEPRECIATION SCHEDULES, INVENTORY, AND REAL ESTATE INVESTMENTS

DEPRECIATION SCHEDULE: MACHINERY AND EQUIPMENT - FORMS 13 AND 14 DEPRECIATION SCHEDULE: LIVESTOCK FOR BREEDING - FORMS 15 AND 16

1. Depreciation is the decrease in value which occurs regardless of repair and maintenance. There are several methods of calculating depreciation. The "Farmers Tax Guide" is a good reference on depreciation for income tax reporting.
2. Purchased livestock required for work, breeding, or dairy purposes that is not kept in an inventory account may be depreciated.
3. You cannot depreciate raised breeding animals if the cost has been deducted in operating costs.
4. If you use property in part for business and in part for personal purposes, you can only depreciate the business portion.
5. If in an earlier year, you did not claim depreciation that you were entitled to deduct, you must still reduce your basis in the property by the amount of the depreciation that you did not deduct. You may not deduct the unclaimed depreciation in the current year or in any later tax year.

ANNUAL INVENTORY OF LIVESTOCK - FORM 17 INVENTORY OF FEED, CROPS, AND SUPPLIES - FORM 18

1. An inventory is necessary to calculate the business' earnings for a year. This information is also needed for accrual income tax reporting.
2. Inventory promptly the first day of the year. Take a head count of all animals. Write down the amount of grain, feed, seed, fertilizer, etc., on hand. The ending inventory of the preceding year is the same as the beginning inventory for the current year.

3. Consider the following methods of determining the value of inventoried assets.

a. Short-term assets

- 1) Crops - Enter on Form 18 (Inventory) the current market value less the cost of marketing.
- 2) Market Animals - Enter on Form 17 (Inventory) the current market value less the cost of marketing the animals.
- 3) Supplies - Enter on Form 18 the current value.

b. Intermediate assets Breeding Animals

- 1) Purchased - Enter on Form 17 the remaining book value from the depreciation schedule (Form 15 and/or 16).
- 2) Raised - To avoid yearly fluctuations, select a figure that depicts the long-term value. This value should remain the same for the life of the animal. Enter this information on Form 17 (Inventory).

REAL ESTATE INVESTMENT AND DEPRECIATION RECORD - FORM 19

1. Record the value of "Land" and "Depreciable Buildings/Improvements" on the appropriate line on Forms 19 and 20. One set of Forms 19 and 20 should be used for each tract of land.
2. In general, buildings and fences will be depreciated. Land is never depreciated. Your personal dwelling is a non-farm asset and is not depreciable. Terraces, earthen dams, and waterways are normally deducted as soil and water conservation expenses.

	DATE AC- QUIRED	ITEM DESCRIPTION (kind of machine, make, model, size)	NEW OR USED	COST INFORMATION			EXPENS- ING OR ADJUST- MENTS		DEPRECIATION INFO.				START Remain. Book Val. at Start of Year	END 20__		END 20__		
				Remaining Book Value of Trade-in	Cash Difference Paid	Total Cost Basis			Balance for Depr.	Years	Method	Depr. Taken in Prior Years		Depr. This Year	Remain. Book Value	Depr. This Year	Remain. Book Value	
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		Subtotals or Totals																
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	END 20____		END 20____		END 20____		END 20____		END 20____		ESTIMATED CURRENT MARKET VALUE								
	Depr. This Year	Remain. Book Value	Depr. This Year	Remain. Book Value	Depr. This Year	Remain. Book Value	Depr. This Year	Remain. Book Value	Depr. This Year	Remain. Book Value	Start 20____	End 20____	End 20____	End 20____	End 20____	End 20____	End 20____	End 20____	
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	14c	15c	14d	15d	14e	15e	14f	15f	14g	15g	16	17a	17b	17c	17d	17e	17f	17g	

	DATE ACQ.	ITEM DESCRIPTION	Head in Lot When Acq.	PER HEAD DATA						START 20____					END 20____					END 20____						
				Cost Basis		Expens- ing or Adjust.	Balance for Deprec.	Yrs.	Met- hod	Per Head		Head	Per Lot		Per Head		Head	Per Lot		Per Head		Head	Per Lot			
										Depr. Prior Years	Remain. Book Value		Depr. Prior Years	Remain. Book Value	Depr. This Year	Remain. Book Value		Depr. This Year	Remain. Book Value	Depr. This Year	Remain. Book Value		Depr. This Year	Remain. Book Value		
1.																									1.	
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23.																									23.	
24.																									24.	
25.																									25.	
		Subtotals or Totals																								
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15a	16a	17a	18a	19a	15b	16b	17b	18b	19b		

DEPRECIATION SCHEDULE: LIVESTOCK FOR BREEDING Cont.

	END 20____					END 20____					END 20____					END 20____					ESTIMATED CURRENT MARKET VALUE											
	Per Head		Head	Per Lot		Per Head		Head	Per Lot		Per Head		Head	Per Lot		Per Lot																
	Depr.	Remain.		Depr.	Remain.	Depr.	Remain.		Depr.	Remain.	Depr.	Remain.		Start	End	End	End	End	End	End												
	This Year	Book Value		This Year	Book Value	This Year	Book Value		This Year	Book Value	This Year	Book Value		20____	20____	20____	20____	20____	20____	20____												
1.																																1.
2.																																2.
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24.																																24.
25.																																25.
	15c	16c	17c	18c	19c	15d	16d	17d	18d	19d	15e	16e	17e	18e	19e	15f	16f	17f	18f	19f	20	21a	21b	21c	21d	21e	21f					

		START 20				END 20				END 20				END 20				
	ENT:	No. of Head	Average Wt.	Price Per Unit	Total Value	No. of Head	Average Wt.	Price Per Unit	Total Value	No. of Head	Average Wt.	Price Per Unit	Total Value	No. of Head	Average Wt.	Price Per Unit	Total Value	
	BREEDING																	
1.	Purchased (Form 15 or 16)																	1.
	Raised																	2.
																		3.
4.	TOTAL BREEDING																	4.
	NON-BREEDING																	
5.	Purchased																	5.
6.	Raised																	6.
7.																		7.
8.	TOTAL NON-BREEDING																	8.
9.	TOTAL ENTERPRISE																	9.
	ENT:																	
	BREEDING (Form 15 or 16)																	
1.	Purchased																	1.
2.	Raised																	2.
3.																		3.
	TOTAL BREEDING																	4.
	NON-BREEDING																	
5.	Purchased																	5.
6.	Raised																	6.
7.																		7.
8.	TOTAL NON-BREEDING																	8.
9.	TOTAL ENTERPRISE																	9.
	ENT:																	
	BREEDING																	
1.	Purchased (Form 15 or 16)																	1.
2.	Raised																	2.
3.																		3.
4.	TOTAL BREEDING																	4.
	NON-BREEDING																	
5.	Purchased																	5.
6.	Raised																	6.
7.																		7.
8.	TOTAL NON-BREEDING																	8.
9.	TOTAL ENTERPRISE																	9.
A.	FORM TOTAL																	A.

ANNUAL INVENTORY OF LIVESTOCK

FORM 17

		START 20				END 20				END 20				END 20				
	ENT:	No. of Head	Average Wt.	Price Per Unit	Total Value	No. of Head	Average Wt.	Price Per Unit	Total Value	No. of Head	Average Wt.	Price Per Unit	Total Value	No. of Head	Average Wt.	Price Per Unit	Total Value	
	BREEDING																	
1.	Purchased (Form 15 or 16)																	1.
2.	Raised																	
3.																		
4.	TOTAL BREEDING																	4.
	NON-BREEDING																	
5.	Purchased																	5.
6.	Raised																	6.
7.																		7.
8.	TOTAL NON-BREEDING																	8.
9.	TOTAL ENTERPRISE																	9.
	ENT:																	
	BREEDING																	
1.	Purchased (Form 15 or 16)																	1.
2.	Raised																	2.
3.																		3.
4.	TOTAL BREEDING																	4.
	NON-BREEDING																	
5.	Purchased																	5.
6.	Raised																	6.
7.																		7.
8.	TOTAL NON-BREEDING																	8.
9.	TOTAL ENTERPRISE																	9.
	ENT:																	
	BREEDING																	
1.	Purchased (Form 15 or 16)																	1.
2.	Raised																	2.
3.																		3.
4.	TOTAL BREEDING																	4.
	NON-BREEDING																	
5.	Purchased																	5.
6.	Raised																	6.
7.																		7.
8.	TOTAL NON-BREEDING																	8.
9.	TOTAL ENTERPRISE																	9.
	ENT:																	
	BREEDING																	
1.	Purchased (Form 15 or 16)																	1.
2.	Raised																	2.
3.																		3.
4.	TOTAL BREEDING																	4.
	NON-BREEDING																	
5.	Purchased																	5.
6.	Raised																	

INVENTORY OF FEED, CROPS, AND SUPPLIES

FORM 18[illegible]

DESCRIPTION: _____

TRACT NUMBER: _____ DATE ACQUIRED: _____ NUMBER OF ACRES: _____

LEGAL DESCRIPTION:

[illegible]

(b) _____

(d) _____

(e) _____

(f) _____

(g) _____

[illegible]

INSTRUCTIONS FOR HIRED LABOR, INDEPENDENT CONTRACTORS, AND CREDIT SOURCES

HIRED LABOR RECORD/INDEPENDENT CONTRACTORS - FORMS 21 and 22

1. Space is provided to keep the necessary records for Social Security, etc., for six employees and six contractors.
2. The figure in the column "Net Paid" should be the same as was entered on Form 8, column 45.

INTERMEDIATE AND LONG-TERM MULTIPAYMENT NOTE AND MORTGAGE RECORD - FORM 23

1. This form was included to record when different notes are due and other details. There is space for three different loans. This form is for intermediate (machinery and livestock) and long-term loans (real estate).
2. The spaces for each loan should include information about the original loan amount, etc., and should then be completed as each repayment is made.
3. The entry in the column headed "Interest" should be the same as the entry on Form 8, column 43 or 44. The "Principal" entry should be the same as the entry on Form 10, column 64.

CREDIT LINES AND SHORT-TERM NOTES - FORM 24

1. This form can be used for credit lines and short-term loans - usually for operating funds that vary up and down.
2. The spaces for each loan should include information about the original loan amount, etc., and should then be completed as each repayment is made.
3. The entry in the column headed "Interest" should be the same as the entry on Form 8, column 43 or 44. The "Principal" entry should be the same as the entry on Form 10, column 64.

CREDIT LINES AND SHORT-TERM NOTES

FORM 24[illegible]

INSTRUCTIONS FOR FINANCIAL STATEMENTS, CASH FLOW, AND PROFIT OR LOSS STATEMENT

FINANCIAL STATEMENTS - FORMS 25 AND 26

1. A financial statement relates the financial picture on a selected date and time. Normally financial statements will be completed the first day of the year using the same figures from inventory, depreciation schedules, etc.
2. An increase in net worth is one of the best measures of financial progress. A financial statement or balance sheet is also frequently required by creditors when applying for a loan.
3. Contingent tax liability is the income tax bill that will come due if all farm property is liquidated.
4. Some measure of desirable ratios in a financial statement can be calculated at the bottom of the form. These ratios are useful for comparison purposes between businesses or within a business over time.

CASH FLOW - FORMS 27 AND 28

1. There are two "Cash Flow" forms: Form 27 - "Farm Business Cash Flow" and Form 28 - "Non-Farm and Personal Cash Flow." The "Farm Business Cash Flow" can be used as either a summary or a planning form.
2. There are two kinds of cash flow estimates - whole farm and enterprise. Whole farm includes the total cash available and is the most important. Enterprise cash flow will be of value when considering the addition of a major enterprise such as a hog finishing floor. It would give an indication if this additional enterprise would be able to serve the repayment schedule, start-up costs, etc. The enterprise cash flow should be included in a total farm cash flow projection.
3. A cash flow plan can be one of the most valuable financial tools used by farmers. Some of the advantages of using it are:
 - a. Lets one know if, when, and how much credit will be needed.
 - b. Assists one in planning or matching repayment schedules to available cash.
 - c. Lets one arrange for credit well in advance.
 - d. Helps one "test" ideas on paper.

e. Often results in lower interest rates and costs - better credit services.

f. Helps in tax planning.

g. Many farmers believe it makes them think ahead, helps in paying debts faster, and reduces impulse buying and selling.

4. To use the "Cash Flow" forms as a summary for the year:

a. Record income and expenses on correct lines. (Line numbers correspond to column headings on Receipts and Expenditures Forms.)

b. Total lines as directed on Form 27 and Form 28.

c. Record the cash balance on farm account plus family account on line L at start of the year.

d. Be sure to transfer information from Form 28 "Non-Farm and Personal Cash Flow" to Form 27 lines D and I to obtain a total cash flow picture.

e. Record the "Cash Balance End of Month" (line L).

1) For Jan., add the beginning bank balance to line K of Jan.

2) For Feb. through Dec., add the preceding month line L to the current month line K. For example, for Feb. line L add Jan. line L to Feb. line K.

3) For the line L total, add the total of line K to the beginning bank balance.

PROFIT OR LOSS STATEMENT - FORM 29

A Profit or Loss Statement should be completed at the end of each year. This statement is used to calculate how much an operation earned. It shows the cash balance plus or minus inventory changes and can be used to compare income producing ability over a period of years. The right side of the form is an analysis of the business for the year, and if compared with state averages or other standards, it may indicate areas of the business which could be adjusted to increase income.

[illegible]

MARKET VALUE: FINANCIAL STATEMENT

FORM 26[illegible]

	EXPENDITURES													
32.	Breeding Fees													32.
33.	Chemicals													33.
34.	Conservation													34.
35.	Feed													35.
36.														36.
37.														37.
38.														38.
39.	Fertilizer and Lime													39.
40.	Freight and Trucking													40.
41.	Gasoline, Fuel, and Oil													41.
42.	Insurance													42.
43.	Interest: Mortgage													43.
44.	Interest: Other													44.
45.	Labor Hired													45.
46.	Machine Hire													46.
47.	Cash Rent													47.
48.	Repairs: Machine													48.
49.	Repairs: Building and Fences													49.
50.	Seeds and Plants													50.
51.	Storage													51.
52.	Supplies													52.
53.	Taxes													53.
54.	Utilities - Farm Share													54.
55.	Veterinarian and Medicine													55.
56.	Miscellaneous Farm Expenditures													56.
57.														57.
58.	Non-Breeding Livestock													58.
59.														59.
F.	TOTAL OPERATING EXPENDITURES (lines 32 thru 59)													F.
60.	Breeding Livestock													60.
61.														61.
62.	Machinery, Equipment, and Fence													62.
63.	Land and Buildings													63.
G.	TOTAL CAPITAL EXPENDITURES (lines 60 thru 63)													G.
H.	TOTAL FARM EXPENDITURES (lines F + G)													H.
64.	Principal Paid on Borrowed Funds													64.
I.	NON-FARM EXPENDITURES (Form 28, line B)													I.
J.	TOTAL DOLLARS USED (lines H + 64 + I)													J.
K.	CASH DIFFERENCE FOR MONTH (lines E - J)													K.
L.	CASH BAL. END OF MONTH (last month line L + K)													L.
M.	CREDIT BAL. (last month lines M + 31 - 64)													M.
		JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL

