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OREGON FARM RECORD BOOK

A One-Year Record

To be used in conjunction with
the
OREGON FARM INVENTORY BOOK

DISCARD

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Prepared by
Department of Agricultural Economics
Issued by
Agricultural Extension Service
School of Agriculture
Oregon State College
Corvallis, Oregon

Use of this book for Income Tax Computation

The main purpose of this book is to help you with your farm income tax reporting. It can be used by farmers filing under either the cash or the accrual systems. You will find that your receipts are summarized on page 30 if you use the cash system and on page 32 if you use the accrual system. Under either system the expenses are summarized on page 31.

Compare pages 30, 31, and 32 with the federal income tax Forms 1040F and Schedule D. You will find that these pages for the most part duplicate those income tax forms. This means you can transfer the information from these pages to the income tax forms. The depreciation schedule for capital items is not shown with the expenses on page 31. It is felt that time will be saved and more accuracy will be attained if each depreciated item is transferred separately from last year's schedule.

For the most part, the expense classification on page 31 is like the one on page 3 of the income tax Form 1040F. *You needn't try to classify your expenses exactly like they appear in the income tax form.* The classification on page 31 is entirely adequate. For example, page 31 lists an expense entitled "tractor and truck expense." Page 3 of the income tax Form 1040F does not list this expense item. You only need to list "tractor and truck expense" on one of the spare lines provided in Table 3 of the income tax Form 1040F.

STUDY OF FARM BUSINESS

It is hoped that many farmers will use this book to study their farm businesses. The last pages of this book and the Oregon Farm Inventory Book are designed to help do this. Egg production per hen and milk production per cow can be found by following instructions at the bottom of pages 1 and 2.

PAYMENTS TO THE GOVERNMENT FOR EMPLOYEES

Certain rules and regulations govern payments that must be made to governmental agencies for employees. To show all the details in the expense section would make the book cumbersome. All such payments should be recorded in the "Labor" column of the expense section. However, you may find the form printed on the inside back cover useful in recording details of such payments.

USE OF THIS BOOK WITH THE OREGON FARM INVENTORY BOOK

This book helps you keep and summarize your records for one year. The Farm Inventory Book contains a running inventory for six years. This is a decided labor saving feature of the system since it will not be necessary to copy the inventory from one record to another every year. You will want to check your inventories closely for new purchases and disposals of capital items when you prepare the depreciation table on the income tax Form 1040F.

The expense section of this book provides columns for new capital items such as land purchases, buildings built or remodeled, equipment purchased or completely overhauled, and breeding and work-stock purchases. These are not current operating expenses, but capital expenditures. As you summarize this book at the end of the year you will find instructions telling you to transfer these items to the Inventory Book. You are to report the total cost of these capital items in the inventories and not merely the cash you have paid to date for them. See instructions and examples on the inside cover of the Inventory Book for methods of handling these capital items. Trading in old equipment on new equipment, remodeling buildings and overhauling equipment are special problems you will find discussed there.

SPECIAL INSTRUCTIONS FOR THOSE USING THE ACCRUAL SYSTEM

It will save time and confusion if you report receipts and expense items only once. During the year, record cash receipts and expenses as they occur. At the end of the year, record receipts for sales made during the year but for which no money has been received. Enter as expense all bills for seed, feed, fertilizer, labor and other current operating expenses that have not been paid. These noncash receipts and expenses should be reported under the accrual system. They should not be reported under the cash system. Star these accrued income and expense items and make sure you do not enter them again next year when cash is received or paid for them.

It is suggested that you record egg and milk receipts as under the cash basis. At the end of the year, you always have some milk and egg sales for which you have received no payment, and you were paid during the year for some milk and eggs delivered the year before. Since these receipts come *regularly,* you can consider the actual payment received this year as being this year's accrual receipt.

EGG SALES

(Cash sales and value of eggs traded for merchandise)

COLUMN 1				COLUMN 2				COLUMN 3				COLUMN 4			
DATE	NO. OF DOZEN	PRICE	AMOUNT RECEIVED	DATE	NO. OF DOZEN	PRICE	AMOUNT RECEIVED	DATE	NO. OF DOZEN	PRICE	AMOUNT RECEIVED	DATE	NO. OF DOZEN	PRICE	AMOUNT RECEIVED
												TOTAL COL. 4			
												ADD COL. 1			
												ADD COL. 2			
												ADD COL. 3			
												TOTALS			
TOTALS TO COL. 4				TOTALS TO COL. 4				TOTALS TO COL. 4				*Transfer to page 30—cash system* *Transfer to page 32—accrual system*			

NUMBER HENS IN LAYING FLOCK	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL	AVERAGE (TOTAL ÷ 12)

Eggs: sold (col. 4) .... doz. + eaten (pg. 34) .... doz. + hatched .... doz. = Total eggs produced .... doz. ÷ Av. No. hens = Eggs per hen .... doz.

MILK OR CREAM SALES

MONTH MILK WAS PRODUCED	POUNDS MILK OR CREAM	BUTTERFAT TEST	POUNDS BUTTERFAT	PRICE	VALUE MILK SOLD	DEDUCTIONS				AMOUNT OF CHECK
						HAULING	SUPPLIES			
TOTALS										

Transfer to page 30—cash basis, page 32—accrual basis *Transfer to page 31, col. 3* *Do not transfer*

NUMBER MILK COWS IN HERD	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL	AVERAGE (TOTAL ÷ 12)

Milk: sold (above) .... lb. + consumed (pg. 34) .... lbs. + fed to calves .... lbs. = Total milk .... lbs. ÷ Av. No. cows = milk per cow .... lb

LIVESTOCK SALES

DATE	NAME OR NUMBER	EXPLANATION (Weights, prices, etc.)	PURCHASED LIVESTOCK (Specify kinds) (cash basis only)								HOME RAISED LIVESTOCK (Specify kinds) (cash basis) (accrual basis—enter all L.S. here)							
TOTALS																		

Transfer each sale to page 30, Table 4.

Transfer to page 30, col. 1 (cash basis)
Transfer to page 32, (accrual basis)

Under certain conditions, sales of livestock can be reported as capital gains in Form Schedule D. In order for livestock sold to be reported in Schedule D, *all* of the following three provisions must be met: (1) The livestock must be dairy, breeding or workstock, (2) they must be held for more than six months and (3) there must be a reduction in the size of herd during the year *or* the animals must be sold to make room for another breed of livestock.

CROP SALES

DATE	BUYER	CROP	QUANTITY	PRICE		GROSS VALUE		DEDUCTIONS FOR HANDLING, SACKS, TESTING, ETC.	AMOUNT RECEIVED	
								TOTAL		

Transfer items to page 30, column 2—cash basis.
Transfer items to page 32—accrual basis.

Show net amount received for crops. Show deductions for such items as handling, sacks, and testing in expense section or explain above. Advances on crops may be shown here.

MISCELLANEOUS RECEIPTS

Custom work, work off farm, wool sold, stock pastured, lumber sold, government payments, gas tax refund, sale (not trade) of capital items

DATE	FROM WHOM	ITEM	EXPLANATION	AMOUNT RECEIVED	
			TOTAL		

Transfer items to page 30, column 3—cash basis.
Transfer items to page 32—accrual basis.

f capital items are sold, see instructions page 30, Table 4, and last table on page 31.

FARM EXPENSES

ENTER ALL ITEMS IN THIS COLUMN	DATE	TO WHOM PAID	AMOUNT AND DESCRIPTION OF ITEM	REPAIRS OF BLDGS., FENCES, DRAINS	GENERAL EQUIPMENT Repair bills, parts, tools bought	TRACTORS, TRUCKS Repairs, tires, license, insurance	GAS, OIL, GREASE	AUTO EXPENSE (Incl. service sta. gas, oil)	MACHINE HIRE AND CUSTOM WORK
	TOTALS	*Transfer totals to pages 28 and 29.*							
				1	2	3	4	5	6

LIVESTOCK EXPENSE Veterinary, breeding fees, chicks, poults	LABOR Include social security, tax and accident insurance	ELECTRICITY AND POWER	TELEPHONE AND TELEGRAPH		CROP EXPENSE Seed, fertilizer, cleaning, sacks, handling	FEED AND BEDDING	TAXES, CASH RENT, INTEREST. INSURANCE	CAPITAL ITEMS New bldgs., equipt., auto, tile; overhaul equipt.; remodel bldgs.	LIVESTOCK BOUGHT (Except poultry) CATTLE	OTHER	MISCELLANEOUS Farm magazines, postage, farm dues, etc.	
7	8	9	10	11	12	13	14	15	16	17	18	19

FARM EXPENSES

ENTER ALL ITEMS IN THIS COLUMN	DATE	TO WHOM PAID	AMOUNT AND DESCRIPTION OF ITEM	REPAIRS OF BLDGS., FENCES, DRAINS	GENERAL EQUIPMENT Repair bills, parts, tools bought	TRACTORS, TRUCKS Repairs, tires, license, insurance	GAS, OIL, GREASE	AUTO EXPENSE (Incl. service sta. gas, oil)	MACHINE HIRE AND CUSTOM WORK
	TOTALS	*Transfer totals to pages 28 and 29.*							
				1	2	3	4	5	6

FARM EXPENSES

LIVESTOCK EXPENSE	LABOR	ELECTRICITY AND POWER	TELEPHONE AND TELEGRAPH		CROP EXPENSE	FEED AND BEDDING	TAXES, CASH RENT, INTEREST, INSURANCE	CAPITAL ITEMS	LIVESTOCK BOUGHT (Except poultry)		MISCELLANEOUS	
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				1	2	3	4	5	6

LIVESTOCK EXPENSE	LABOR	ELECTRICITY AND POWER	TELEPHONE AND TELEGRAPH		CROP EXPENSE	FEED AND BEDDING	TAXES, CASH RENT, INTEREST, INSURANCE	CAPITAL ITEMS	LIVESTOCK BOUGHT (Except poultry)		MISCELLANEOUS	
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FARM EXPENSES

IVESTOCK EXPENSE	LABOR	ELECTRICITY AND POWER	TELEPHONE AND TELEGRAPH		CROP EXPENSE	FEED AND BEDDING	TAXES, CASH RENT, INTEREST, INSURANCE	CAPITAL ITEMS	LIVESTOCK BOUGHT (Except poultry)		MISCELLANEOUS	
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		TOTALS THIS PAGE							
		TOTALS PAGES 6 AND 7							
		8 AND 9							
		10 AND 11							
		12 AND 13							
		14 AND 15							
		16 AND 17							
		18 AND 19							
		20 AND 21							
		22 AND 23							
		24 AND 25							
		26 AND 27							
		TOTALS FOR YEAR							
				1	2	3	4	5	6

INSTRUCTIONS:

1. Carry totals of columns 1, 2, 3, 6, 8, 13, 18 to page 31. (Farm Expense for taxable year.)
2. Divide columns 7, 12, 14 as shown and carry to page 31. (7 and 12 can be carried over without division.)
3. Subtract farm gas used in auto from column 4 and carry it to Auto Expense in column 5. Carry remaining farm cost of gas and oil to page 31.
4. Calculate farm cost for columns 5, 9, and 10 and carry farm share *only* to page 31.
5. Transfer items in columns 15, 16, 17 to their proper places in the Oregon Farm Inventory Book.

DEDUCT AMOUNT USED IN AUTO	ADD COST FROM COL. 4
REMAINDER	FARM SHARE ____% AMOUNT

FARM EXPENSES

LIVESTOCK EXPENSE Veterinary, breeding fees, chicks, poults	LABOR Include social security, tax and accident insurance	ELECTRICITY AND POWER	TELEPHONE AND TELEGRAPH		CROP EXPENSE Seed, fertilizer, cleaning, sacks, handling	FEED AND BEDDING	TAXES, CASH RENT, INTEREST, INSURANCE	CAPITAL ITEMS New bldgs., equipt., auto, tile; overhaul equipt.; remodel bldgs.	LIVESTOCK BOUGHT (Except poultry) CATTLE	 OTHER	MISCELLANEOUS Farm magazines, postage, farm dues, etc.	
7	8	9	10	11	12	13	14	15	16	17	18	19

DIVISION OF COL. 7

BREEDING FEES

VETERINARY AND OTHER

FARM SHARE ____%

AMOUNT

FARM SHARE ____%

AMOUNT

DIVISION OF COL. 12

FERTILIZER

SEED AND OTHER

DIVISION OF COL. 14

TAXES ____

RENT ____

INTEREST ____

INSURANCE ____

Transfer *each* item in each column to its proper place in the Farm Inventory Book (pages 38 to 47)

FARM INCOME FOR TAXABLE YEAR (Cash Basis)—page 1, Form 1040F

1. SALE OF LIVESTOCK RAISED					2. SALE OF PRODUCE RAISED					3. OTHER FARM INCOME				
KIND	FROM	QUANTITY	AMOUNT		KIND	FROM	QUANTITY	AMOUNT		KIND	FROM	QUANTITY	AMOUNT	
CATTLE	PAGE 3				GRAIN	PAGE 4				CUSTOM WORK	PAGE 5			
HORSES	PAGE 3				HAY	PAGE 4				BREEDING FEES	PAGE 5			
SHEEP	PAGE 3				DAIRY PRODUCTS	PAGE 2				RENT RECEIVED	PAGE 5			
HOGS	PAGE 3				EGGS	PAGE 1				WORK OFF FARM	PAGE 5			
CHICKENS	PAGE 3				WOOL	PAGE 5				WOOD AND LUMBER	PAGE 5			
TURKEYS	PAGE 3									REFUNDS	PAGE 5			
										COOP DIVIDENDS	PAGE 5			
										GOVERNMENT PAYMENTS	PAGE 5			
TOTAL					TOTAL					TOTAL				
To line 1 of summary below					*To line 2 of summary below*					*To line 3 of summary below*				

4. SALE OF LIVESTOCK AND OTHER ITEMS PURCHASED (Attach statement if table is too small)

Report in Table 4

1. Sale of all purchased breeding, dairy and workstock if size of herd was *not* reduced. (From page 3.) See note page 3 if herd was reduced.
2. Sale of purchased poultry if not reported in Table 1 above. (From page 3.)
3. Sale of purchased feeder livestock—cattle, sheep, hogs. (From page 3.)
4. Sale of capital items held less than 6 months. (From Miscellaneous receipts—page 5 and details in inventory.)

1. DESCRIPTION	2. DATE ACQUIRED	3. SALE PRICE		4. COST ON OTHER BASIS		5. DEPRECIATION		6. PROFIT COL. 3 PLUS COL. 5 MINUS COL. 4	
TOTALS									
								ITEM 4 BELOW	

SUMMARY OF INCOME AND DEDUCTIONS COMPUTED ON A CASH RECEIPTS AND DISBURSEMENTS BASIS

1. SALE OF LIVESTOCK RAISED			6. EXPENSES (FROM PAGE 31)		
2. SALE OF PRODUCE RAISED			7. DEPRECIATION (COMPUTE SEPARATELY ON FORM 1040F)		
3. OTHER FARM INCOME			8. *NET OPERATING LOSS DEDUCTION (USE FOR INCOME TAX PURPOSES ONLY		
4. PROFIT ON SALE OF LIVESTOCK AND ITEMS PURCHASED			IF APPLIES TO YOU—SEE NOTE BELOW)		
5. GROSS PROFITS (ADD LINES 1 TO 4)			9. TOTAL DEDUCTIONS (ADD LINES 6-8)		
10. NET FARM PROFIT (LINE 5 MINUS LINE 9) TO BE REPORTED IN SCHEDULE C, PAGE 2, FORM 1040					

* *Net operation loss deduction.* For income tax purposes you are allowed to spread a net operating loss over as many as seven years if necessary—the year of the loss, the year before the loss and five years after the year of the loss. But you must file claims in a specified order. For example, if you found you had a loss when you prepared your income report in 1952 you could go to your Internal Revenue representative and get a form whereon you could refi your 1951 return. If your 1952 loss exceeded your 1951 income you could apply the remainin loss on the 1953, 1954, 1955, 1956 and 1957 incomes, in that order, if necessary to recov the loss.

FARM EXPENSES FOR TAXABLE YEAR (Both Cash and Accrual Bases)

1. ITEM	FROM PAGES 28-29	2. AMOUNT	3. ITEM	FROM PAGES 28-29	4. AMOUNT
LABOR HIRED	COL. 8		GAS, OIL, GREASE	COL. 4	
FEED, BEDDING PURCHASED	COL. 13		TAXES	COL. 14	
SEED AND OTHER CROP EXPENSE	COL. 12		INSURANCE ON PROPERTY (EXCEPT DWELLING)	COL. 14	
MACHINE HIRED AND CUSTOM WORK	COL. 6		INTEREST ON FARM NOTES AND MORTGAGES	COL. 14	
BUILDING, FENCE AND DRAIN REPAIRS	COL. 1		ELECTRICITY (FARM SHARE)	COL. 9	
GENERAL EQUIPMENT REPAIRS AND EXPENSES	COL. 2		TELEPHONE (FARM SHARE)	COL. 10	
TRACTOR AND TRUCK EXPENSES	COL. 3		CASH FARM RENT	COL. 14	
BREEDING FEES	COL. 7		AUTO EXPENSE (FARM SHARE)	COL. 5	
FERTILIZER AND LIME	COL. 12		MISCELLANEOUS EXPENSES	COL. 18	
VETERINARY AND OTHER LIVESTOCK EXPENSES	COL. 7		HAULING MILK, DAIRY SUPPLIES	PAGE 2	
Cash basis—enter on line 6 of summary, page 30. *Accrual basis—enter on line 7 of summary, page 32.*					

DEPRECIATION (page 3, Form 1040F)

The depreciation table of the income tax Form 1040F is not shown here since there is not nough room for more than a summary of it; and the Bureau of Internal Revenue prefers that each piece of property be shown on the depreciation table separately. The Farm Inventory Book will be helpful in bringing last year's depreciation table up-to-date.

LONG TERM CAPITAL GAINS AND LOSSES—Schedule D

Enter sales (not trade-ins) of capital items (machinery and equipment, auto, and some vestock under certain conditions) which have been held over six months. The form that this able represents carries forward to Form 1040 only one-half of the net profit, all of any net oss, made on the sale of capital items. For example, if a profit of $100 were made in the ale of one item and a loss of $20 was made on another, the net profit would be $80 and $40 would be carried to the 1040. Therefore, a saving can be made by reporting the sale of qualified capital items in Schedule D. See note at the bottom of page 3 for instructions on handling a decrease in livestock numbers. Consult qualified income tax authority for assistance in handling difficult situations.

1. KIND OF PROPERTY	2. DATE ACQUIRED	3. DATE SOLD	4. SALE PRICE	5. DEPRECIATION ALLOWED	6. COST OR OTHER BASIS	7. EXPENSE OF SALE AND COST OF IMPROVEMENTS
TOTALS						

Total gain or loss (column 4 plus column 5 minus sum of columns 6 and 7) $..... Copy this table in Form Schedule D.

FARM INCOME FOR TAXABLE YEAR (Accrual Basis)

FARM INVENTORY (page 2, Form 1040F)

	ON HAND AT BEGINNING OF YEAR			PURCHASES DURING YEAR			RAISED (NO.)	DIED OR CONSUMED (NO.)	SOLD DURING YEAR			ON HAND AT END OF YEAR		
	FROM PAGES	INVENTORY VALUE		FROM	AMOUNT PAID				FROM	AMOUNT RECEIVED		FROM PAGES	INVENTORY VALUE	
CROPS, FEED, SEED, ETC.	50-51			Include under "Expenses"					Record below			50-51		
DAIRY CATTLE	52-53			PAGE 29					PAGE 3			52-53		
BEEF CATTLE	52-53			PAGE 29					PAGE 3			52-53		
SHEEP	52-53			PAGE 29					PAGE 3			52-53		
POULTRY	52-53			PAGE 29					PAGE 3			52-53		
HOGS	52-53			PAGE 29					PAGE 3			52-53		
HORSES	52-53			PAGE 29					PAGE 3			52-53		
TOTALS														
		LINE 4 BELOW			LINE 5 BELOW								LINE 1 BELOW	

EGGS	PAGE 1		
MILK OR CREAM	PAGE 2		
CROPS (SPECIFY):	PAGE 4		
WORK OFF FARM	PAGE 5		
CUSTOM WORK	PAGE 5		
GOVERNMENT PAYMENTS	PAGE 5		
REFUNDS, COOP DIVIDENDS	PAGE 5		
SALE OF CAPITAL ASSETS	PAGE 5		
OTHER INCOME	PAGE 5		
TOTAL INCOME			
		LINE 2 BELOW	

SUMMARY OF INCOME AND DEDUCTIONS COMPUTED ON AN ACCRUAL BASIS

1. INVENTORY OF LIVESTOCK, CROPS AND PRODUCTS AT END OF YEAR			7. EXPENSES		
2. SALES OF LIVESTOCK, CROPS AND PRODUCTS DURING YEAR			8. DEPRECIATION (COMPUTE SEPARATELY ON FORM 1040F)		
3. TOTAL (ADD LINES 1 AND 2)			9. NET OPERATING LOSS DEDUCTION (SEE NOTE BOTTOM PAGE 30)		
4. INVENTORY OF LIVESTOCK, CROPS AND PRODUCTS AT BEGINNING OF YEAR					
5. COST OF LIVESTOCK AND PRODUCTS PURCHASED DURING YEAR			10. TOTAL DEDUCTIONS		
6. GROSS PROFITS (LINE 3 MINUS SUM OF LINES 4 AND 5)					
11. NET FARM PROFIT (LINE 6 MINUS LINE 10) TO BE REPORTED IN SCHEDULE C, PAGE 2, FORM 1040.					

STUDY OF THE FARM BUSINESS

I. SUMMARY OF CASH RECEIPTS AND EXPENSES (Cash Basis)

CASH RECEIPTS				CASH EXPENSES			
ITEM	FROM	AMOUNT		ITEM	FROM	AMOUNT	
CAPITAL GAINS SALES	PG. 31, COL. 4			FARM EXPENSES (OMIT INTEREST PAID)	PAGE 31		
TOTAL OTHER INCOME	PG. 30, SUMMARY LINE 5			PURCHASE OF LIVESTOCK	PG. 29, COL. 16, 17		
				PURCHASE OF CAPITAL ITEMS	PG. 29, COL. 15		
TOTAL CASH RECEIPTS				TOTAL CASH EXPENSES			

II. SUMMARY OF CASH RECEIPTS AND EXPENSES (Accrual Basis)

CASH RECEIPTS				CASH EXPENSES			
ITEM	FROM	AMOUNT		ITEM	FROM	AMOUNT	
CAPITAL GAINS SALES	PG. 31, COL. 4			FARM EXPENSES (OMIT INTEREST PAID)	PAGE 31		
TOTAL OTHER INCOME	PG. 32, SUMMARY LINE 2			PURCHASES OF LIVESTOCK	PG. 32, SUMMARY LINE 5		
				PURCHASES OF CAPITAL ITEMS	PG. 29, COL. 15		
TOTAL CASH RECEIPTS				TOTAL CASH EXPENSES			

III. SUMMARY OF FARM BUSINESS (Cash or Accrual Basis)

ITEM	FROM	THIS YEAR		PAST YEARS FOR COMPARISON			
1. TOTAL CASH RECEIPTS	(SECTION I—CASH BASIS) OR (SECTION II—ACCRUAL BASIS) ABOVE						
2. INCREASE IN CAPITAL INVESTMENT, IF ANY	(PAGE 54, THIRD TO LAST LINE OF INVESTMENT TABLE)						
3. TOTAL INCOME	(LINE 1 PLUS LINE 2)						
4. TOTAL CASH EXPENSES	(SECTION I—CASH BASIS) OR (SECTION II—ACCRUAL BASIS) ABOVE						
5. DECREASE IN CAPITAL INVESTMENT, IF ANY	(PAGE 54, THIRD TO LAST LINE OF INVESTMENT TABLE)						
6. VALUE OF UNPAID FAMILY LABOR—OTHER THAN OPERATOR AND ALL BUT ONE OPERATOR IN CASE OF PARTNERSHIP	(PAGE 34)						
7. TOTAL EXPENSES	(LINES 4, 5 AND 6)						
8. OPERATOR FARM INCOME	(LINE 3 MINUS LINE 7)						
9. INTEREST ON CAPITAL INVESTMENT	(PAGE 54, LAST LINE OF INVESTMENT SECTION)						
10. OPERATOR LABOR INCOME	(LINE 8 MINUS LINE 9) *This is the return to the operator for his labor and management*						
11. VALUE OF OPERATOR'S LABOR	(ESTIMATE SALARY REQUIRED TO HIRE A MAN TO ASSUME DUTIES OF OPERATOR)						
12. RETURN TO CAPITAL	(LINE 8 MINUS LINE 11)						
13. PERCENT RETURN ON CAPITAL	(LINE 12 DIVIDED BY AVERAGE CAPITAL $_____ PAGE 54, SECOND TO LAST LINE)						
14. HOME-RAISED PRODUCTS USED IN HOUSEHOLD	(PAGE 34)						
15. OPERATOR LABOR EARNINGS	(LINE 10 PLUS LINE 14)						

FAMILY LABOR FORCE

MEMBER OF FAMILY	MONTHS WORKED	RATE PER MONTH	VALUE	
OPERATOR				
FAMILY LABOR OTHER THAN OPERATOR (NAME):				
TOTAL FAMILY LABOR OTHER THAN OPERATOR				

HOME RAISED PRODUCTS USED IN HOUSEHOLD

PRODUCT		QUANTITY (POUNDS, BUSHELS, ETC.)	PRICE	TOTAL VALUE	
HOGS:	NUMBER				
CATTLE:	NUMBER				
VEAL:	NUMBER				
SHEEP:	NUMBER				
HENS AND ROOSTERS:	NUMBER				
EGGS:	DOZEN PER WEEK × 52				
MILK:	QUARTS PER DAY × 365 (IF WANT TO CONVERT TO POUNDS OF MILK MULTIPLY BY 2.15)				
CREAM:	PINTS PER WEEK × 52 (IF WANT TO CONVERT TO POUNDS OF 4% MILK MULTIPLY BY 7.3)				
HOME RAISED POTATOES USED					
OTHER HOME RAISED VEGETABLES USED					
HOME RAISED FRUITS, BERRIES, NUTS, ETC.					
WOOD BURNED FOR FUEL					
TOTAL VALUE					

CROPS (INCLUDE RENTED LAND)	ACRES	YIELD PER ACRE	YIELDS IN PREVIOUS YEARS			
			19____	19____	19____	19____

TOTAL CROPS	
ANNUAL PASTURE	
IMPROVED CROPLAND PASTURE (IRRIGATED)	
(NONIRRIGATED)	
SUMMER FALLOW	
IDLE CROPLAND	
TOTAL CROPLAND	
PERMANENT PASTURE	
WOODS	
FARMSTEADS, ROADS, DITCHES, WASTE	
TOTAL LAND OPERATED	

FIELD MAP

A field map is a useful supplementary record. It can be prepared in two different ways. (1) An outline of the fields can be sketched on a large piece of cardboard. Every year some of the things that took place can be written in the space for each field: crop grown, fertilizer applied, yield per acre, etc. (2) If the map becomes too big and cumbersome in order to record this information one can make a smaller map showing the outline of the fields and give each a letter or number; then, he can prepare a separate sheet for each field and record the information on it.

The usefulness of this record will grow with the years, as one can then see what was done to the field in years past and the results that were obtained. It should help him to do a better job in the years to come.

SCHEDULES OF CREDIT FROM BANKS, STORES, LIVESTOCK DEALER, INDIVIDUALS

NAME OF CREDITOR	NAME OF CREDITOR	NAME OF CREDITOR
USE OF CREDIT	**USE OF CREDIT**	**USE OF CREDIT**

DATES SECURED	AMOUNTS		DATES SECURED	AMOUNTS		DATES SECURED	AMOUNTS	
TOTAL OBTAINED DURING YEAR			TOTAL OBTAINED DURING YEAR			TOTAL OBTAINED DURING YEAR		
DATES REPAID	**AMOUNTS**		**DATES REPAID**	**AMOUNTS**		**DATES REPAID**	**AMOUNTS**	
TOTAL REPAID DURING YEAR			TOTAL REPAID DURING YEAR			TOTAL REPAID DURING YEAR		
AMOUNT OUTSTANDING END OF YEAR			AMOUNT OUTSTANDING END OF YEAR			AMOUNT OUTSTANDING END OF YEAR		

PAYMENT TO GOVERNMENT FOR EMPLOYEES

(Suggested form that could be used to compute and record payments made to governmental agencies on behalf of employees)

PERIOD OF PAYMENT	NAME OF EMPLOYEE	CASH WAGES BEFORE DEDUCTIONS	VALUE OF FARM PRODUCTS FURNISHED	TOTAL WAGES	SOCIAL SECURITY		STATE ACCIDENT COMPENSATION INSURANCE		STATE WITHHOLDING TAX	
					DEDUCTED FROM WAGES	PAID BY YOU	DEDUCTED FROM WAGES	PAID BY YOU		