

## NAME \_\_\_\_\_ SS # / FEDERAL ID # \_\_\_\_\_

<b>SALE OF NON-BREEDING LIVESTOCK and OTHER ITEMS THAT WERE BOUGHT FOR RESALE</b> <i>(Include animals used for dairy, draft or breeding below ††)</i>				
Kind	Date Sold	Sales Price	Date Purch.	Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
	<b>Total:</b>	_____		_____

OTHER FARM INCOME	AMOUNT
Patronage Dividends (bring 1099-PATR forms & attached stmts.) Are purchases 100% for farm use?	
EIDL Loan Advance	
Agriculture Program Payments (Bring in Forms 1099-G)	
Amount of PPP Loan (not federally taxable, even if forgiven)	
Repayment of Prior Year's ASCS Payments	
Commodity Credit Loans & Title 1 Payments *	
Crop Insurance or Disaster Payments – Defer all or claim all -	Bring Details
Custom Hire / Machine Work Income	
State Gasoline Tax Refund Received	
Federal Gasoline Tax Refund from Prior Year's Return	
Other (bartering income, breeding fees, etc.)	

SALE OF NON-BREEDING RAISED LIVESTOCK,	
GRAINS & PRODUCE	NET AMOUNT
Feeder Cattle and Calves	
Springing Heifers, Bulls and Cows (enter below ††)	////////////////////
Lambs and Sheep	
Butcher Hogs and Feeder Pigs	
Sows and Boars (enter below ††)	////////////////////
Poultry	
GROSS Milk and Dairy Products	
Eggs	
Wool	
Soybeans	
Corn	
Other Grains	
Hay and Straw	
Fruits or Vegetables	
Value of Commodity Wage Transferred	

Bring in details of any casualty loss and insurance reimbursement you received.

There is a deduction for domestic farm profit (code Section 199A) that your farm may qualify for.

Did you defer **Disaster** income, **Crop Insurance Proceeds** or **Forced Sales due to Disaster** in **Prior** tax year? .....Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever made an election to report CCC loans as income in the year received? .....Yes \_\_\_\_\_ No \_\_\_\_\_

How many hours did you and/or your spouse devote to this operation during the year? ..... Full Time or \_\_\_\_\_ # of hours

You need to be able to prove that you spend over 500 hours per year on your farming activity in order to deduct a loss. Keep a record of your time if you are a part-time farmer.

Are any portion of your expenses in this business not subject to payback by you? .....Yes \_\_\_\_\_ No \_\_\_\_\_

Have any of your debts been cancelled or forgiven? (Bring in Form 1099-C or 1099-A if you received one.) .....Yes \_\_\_\_\_ No \_\_\_\_\_

Did you receive \$10,000 in actual cash (currency/coin) from any individual at any one time or in accumulated amounts during this tax year? If so, file Form 8300 within 15 days. ....Yes \_\_\_\_\_ No \_\_\_\_\_

**NON-FARM INCOME** (Wages, interest, etc.): Please fill out Tax Deduction Finder.

[illegible]

# FARM EXPENSES

LAND, BUILDINGS, BREEDING ANIMAL and EQUIPMENT PURCHASED (Please bring in purchase/trade-in agreements)						
Item Purchased	(new or used)	Date Purchased	Cost (incl. Sales Tax)	Item Traded	Date Acquired	Trade In Allowance
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					
	n/u					

— Include all items purchased for over \$2500 that are expected to last for more than one year. —  
 — Check last year's Depreciation Schedules to see if all items are current. —

<b>CAR and TRUCK EXPENSES: Bring in purchase/sales agreement(s) for year(s) of purchase/sale</b>					
If you take expense on mileage basis, complete lines 1 through 9	VEHICLE 1	VEHICLE 2	VEHICLE 3	VEHICLE 4	VEHICLE 5
<b>1. Year and Make of Vehicle</b>					
<b>2. Date Purchased (Month &amp; Date)</b>					
<b>3. Ending Odometer Reading (Dec. 31)</b>					
<b>4. Beginning Odo. Reading (Jan. 1)</b>					
<b>5. Total Miles Driven (Line 3 less Line 4)</b>					
<b>6. Total Farm Miles in Line 5</b>					
<b>7. Parking and Tolls</b>					
<b>8. Interest</b>					
<b>9. Licenses and Taxes (Not Sales Tax)</b>					
<b>Continue below if you take actual expenses.</b> (Must use actual expense if MACRS depreciation has been taken).					
<b>10. Gasoline, Oil, Lube</b>					
<b>11. Repairs, Wash, Wax, Anti-freeze</b>					
<b>12. Tires, Batteries, Supplies, etc.</b>					
<b>13. Insurance</b>					
<b>14. Lease Payments</b>					
<b>15. Fair Market Value at Time of Lease</b>					

ONE or more vehicle(s) used during most of a normal business day directly in connection with the business of farming may be treated as 75% business without keeping a log book. The election is made the first year the vehicle is placed in service. Farm mileage for any other vehicles, and for vehicles used more than 75%, must be documented.

SUVs & Pickups: List gross vehicle weight from door label in year of purchase \_\_\_\_\_. Is pickup bed 6' or more? \_\_Y\_\_N

Grain trucks and semi trucks over 55,000 lbs gross weight: You must file form 2290 and pay highway use tax.

Note: The standard mileage rate may be used for leased vehicles, but cannot be switched back to actual if a leased vehicle.

QUESTIONS: \_\_\_\_\_

I certify that this information is true and correct (please sign➡) \_\_\_\_\_

# FARM EXPENSES

<b>CHEMICALS</b>		<b>SUPPLIES</b> Dairy supplies, insecticides, litter, rope, tar paper, twine, wire, utensils, flashlights, boots, gloves, nails, bolts, brooms, etc. Cost of supplies on hand on 12/31: \$ _____	
<b>CONSERVATION</b> Grading, terracing, contour plowing, drainage & irrigation ditches, dams, ponds, windbreaks, removing brush <b>Bring approved plan.</b> Limited to 25% gross farm income.		<b>TAXES</b> Real estate taxes total	
<b>*CUSTOM HIRE/MACHINE WORK</b> Baling, combining, corn picking, corn drying, silo filling, feed grinding, spraying, seed cleaning, etc.		Bring in Property Tax Stmts.	
<b>FEED PURCHASED</b> Hay, grain, salt, silage, ground feed, concentrates, minerals, etc.		Less house portion	
<b>FERTILIZERS &amp; LIME</b>		Personal property / highway use tax	
<b>*FREIGHT &amp; TRUCKING</b>		Employer's share payroll tax	
<b>GASOLINE, FUEL &amp; OIL TOTAL EXPENSE</b> For farm use; grease, lube, oil, propane & other. Include corn dryer heat. Do not include car/truck.		<b>UTILITIES</b>	
		Electricity (total for year)	
<b>NON-HIGHWAY FUEL USED FOR FEDERAL GAS TAX CREDIT (Please bring in receipts)</b>		Less personal use	
# of Gallons-Gas/Gasohol (if you paid excise tax)		<b>TELEPHONE</b>	
Aviation Gasoline or Fuel		(Monthly Base Charge is not deductible)	
		2nd line/options (or cellular)	
		Long distance farm calls	
		<b>VETERINARY, BREEDING &amp; MEDICINE</b>	
<b>INSURANCE</b> (Do not include car/truck/health)		<b>PERSONAL CONSUMPTION</b>	
Fire & wind		Milk (number of gallons consumed) _____	
Less for house		Animals butchered: (R)aised or (P)urchased (list live weight)	
Hail & crop insurance		_____	
Farm liability		_____	
<b>INTEREST: MORTGAGE - FARM LAND &amp; BUILDINGS ONLY</b>		Eggs & chickens (if feed is listed in farm exp.)	
Paid to financial institution (bring Form 1098)		_____	
* Paid to individual		<b>OTHER</b>	
OTHER INTEREST: Farm obligations		Accounting & attorney fees/ farm business	
(Do not include car/truck)		Advertising	
		Bank charges/deposit box (farm business)	
<b>LABOR HIRED</b> For farm work		Bovine tuberculosis testing	
Commodity wage		Cable/satellite weather channel	
Wages to spouse		Capital retains	
Wages to children under 18		CCC deduction	
(W-2s and payroll taxes may be required)		D.H.I.A.	
<b>*LAND CLEARING</b> Clearing off trees, stumps, brush, rocks, etc., to make land tillable for first-time farm use. Not currently deductible (will add to cost of your land). NOTE: Enter upkeep of previously farmed land in Repairs & Maintenance.		Education (farm related)	
<b>*RENT or LEASE</b> machinery & equipment only (do not include car/truck)		Employee benefit programs (health ins., etc.)	
Farm, farmland, pasture, animals, other		Farm organization dues and publications	
<b>*REPAIRS &amp; MAINTENANCE</b> On equipment, farm buildings, fences, and machinery. Also include small tools, paint, etc. (Do not include car/truck)		Home Office – see Tax Deduction Finder	
<b>SEEDS &amp; PLANTS</b> Corn, grain, grass, alfalfa, soybeans, specialty plants, etc. [List trees and vines in Major Purchase section.]		Number of meals served to hired help or, cost of groceries for hired help	
<b>STORAGE &amp; WAREHOUSING</b>		Office supplies/postage (farm business)	
		Pension & profit-sharing plans/maintenance fee	
		Trailer licenses	
		Farm travel (overnight lodging)	
		Number of nights away from home	
		Repayment of shared appreciation agreement	
		Deductions from gross elevator sales on 1099-PATR	

\* If over \$600.00 to an individual, list Name, Address & Social Security Number on page 4.

## 1099 INFORMATION

- Amounts of \$600 or more paid to individuals (not corporations) for rent, interest or services rendered in the course of your business require 1099 Information Statements.
- Failure to file 1099 Information Statements with the IRS and recipient by January 31 can cause penalties to be assigned. These penalties have been increased substantially.
- You are required to withhold tax on the payment if recipient does not furnish you with their identification number. (Use form W-9 to obtain their SSN before you pay them.)
- You are liable for the Federal 24% tax if you were required to withhold it and did not withhold it.

NAME	ADDRESS	IDENTIFICATION #	AMOUNT	PURPOSE OF PAYMENT

## FARM MANAGEMENT: YEAR END TAX PLANNING

Farm Resource: [finbin.umn.edu](http://finbin.umn.edu) - A composite of financial data from participating farms

### 1. Goal: Maintain Income at Targeted Level from Year to Year

- Wide fluctuations can prevent you from taking advantage of personal deductions in years of low income.
- Level amounts of income will maximize Social Security benefits at retirement and for Social Security Disability benefits.
- Income averaging is available for farmers. New clients — bring in 3 previous tax returns.

### 2. Prepare for Year End

- Bring current year's books up to date.
  - list income items already received.
  - record expenses paid.
  - check last year's farm expense worksheet so you don't forget any items.
- Depreciation
  - look at last year's depreciation to see if items are current.
  - list purchases on Page 2 to see what is available for first-year expensing.
  - over \$2,500 and expected to last more than one year.

### 3. See Your Tax Advisor Before Year End to Analyze Your Tax Situation

- Discuss tax consequences of casualty losses, debt forgiveness, and refinancing.
- Decide if you need to increase or decrease net income.
- Investigate Earned Income Credit, Retirement Savings Credit, Health Savings Account, IRAs, and other retirement plans. If over 70<sup>1/2</sup>, you may donate up to your required minimum distribution amount directly to charity.
- Discuss making an estimated tax payment by Jan. 15<sup>th</sup>, which might avoid the special March 1<sup>st</sup> file and pay deadline for farmers. Be sure to discuss the amount of payment.

### 4. Increase Net Income

- Sell crops, cull animals, report CCC loans as income, redeem savings bonds, convert IRAs.
- Delay paying expenses until January 2nd; make arrangements with creditors.
- Capitalize breeding fees, repairs, chemicals and cost sharing programs.

### 5. Decrease Net Income

- Delay sales of crops and animals when you can.
- Sell on a deferred payment contract; must be signed and dated:
  - delivering product or crop to the elevator looks in market price.
  - you cannot have access to the money this year - this is an unsecured contract with the elevator.
- Take out a CCC loan on stored crops. This allows you to have spendable (but not taxable) cash to use to prepay expenses. This allows you to have previously elected, to exclude the loan as income for the current year.
- Pay up all existing bills at year end.

- Consider a separate entity (corporation) for farm operation. Use lease agreements.
- Prepay next year's operating expenses such as feed, fertilizer, chemicals, and seed. There are limitations on prepaid expenses you should discuss with your tax advisor. However, if you have a good economic purpose, the prepayment rules do not apply. Good economic purpose includes assuring a feed supply and fixing the price to avoid a price increase.
- Major equipment purchases: you can choose to expense up to a certain amount of current year purchases.
- You may be eligible for the health insurance credit on form 8941 based on employee health care coverage if it is a plan through the health care exchange.
- Fill up the gas tanks and pay the bill.
- Pay children under 18 a cash wage. It has to be reasonable for the work performed. A dependent child can earn up to \$13,850 in wages and pay no tax on them. **File W-2s, 943s, etc.** Keep payroll records of hours worked and duties and pay regularly.
- Cash method farmers may elect to include crop insurance & disaster payments in the tax year following the crop loss if sale of the crops would normally have been made in the later year.

### 6. Wages Paid to Spouses

- Be sure the taxpayer and spouse have a bona fide employer-employee relationship and farm services are actually rendered. Compensation should be reflective of services performed and paid regularly.
- Wages are subject to FICA tax and **W-2s, 943s, etc.** must be filed.
- A carefully constructed employer-employee relationship will enable deductible Sec. 105 and 106 health plans to be formed. They must be maintained throughout the year.
- Ask about Sick and Family Leave Credits and Employee Retention Credits.

### 7. Wages Paid In Kind (Commodity Wages)

In general, commodity wages paid to agricultural labor are not subject to FICA and FUTA as long as the payment is not paid in a form that is readily converted to cash. Be careful in this area. Livestock is not the best commodity to transfer. Grain is better because you can use bushels etc. **File W-2, 943, and state quarterlies.** Consult your tax advisor.

### 8. Gifts Paid In Kind (Commodity Gifts)

Gifting commodities to your children or to a charity will eliminate the commodity from your income and self-employment tax. The commodity needs to be a crop or animal raised in the prior year. If the gift is over \$17,000, a gift tax return will need to be filed. Gifting of a commodity to a charity is an excellent tax planning tool if you do not itemize your deductions. Consult your tax advisor.

### 9. Rent Paid to Spouse as Lessor

Rent paid by one spouse to the other is generally deductible if there is a true landlord-tenant relationship. **CAUTION:** Treatment must be consistent and carefully constructed. Any participation in farm activity by spouse makes rent subject to SE Tax. Consult your tax advisor.

ALWAYS HAVE AN ECONOMIC REASON FOR PURCHASES—TAX DEDUCTIONS SAVE ONLY A PERCENTAGE OF THE AMOUNT SPENT.

Are you interested in Bookkeeping services? YES ☐ NO ☐