

FARM CHECKLIST 2023

Your Name:

Name of your Farm :

(if your farm name has "Ltd" or "Inc" in the name, do not complete this form)

YEAR END DATE FOR FARM

Are you enrolled in AgriStability? YES NO

NOTE: If you are enrolled in AgriStability you will need to file supplementary forms by September 30, 2024.

If you would like us to prepare them, please provide detailed inventory to us by May 8, 2024.

Are you enrolled in AgriInvest? YES NO

Were you aged 65 to 69 in 2023 and receiving CPP? YES NO

If yes, do you want to pay CPP remittances for 2023? YES NO

Are you registered for GST? YES NO

If yes, provide a copy of your completed year end GST return. If you would like us to complete the return(s), please include the blank form(s).

Number of GST returns to prepare:

Has your farm collected or paid HST amounts in the year? YES NO

If yes, please provide details if your province of residence is Alberta.

Did your farm do any work for which you received in exchange something other than currency (a barter transaction or digital currency)? YES NO

If yes, provide details and values of the exchanged goods.

Does your farm have a presence on any website? YES NO

If yes, does your farm earn income from any of the follow activities:

Selling goods or services on your own website? YES NO

Selling goods or services using another website? YES NO

Receive fees for advertising on any website? YES NO

If you answered yes to any of the above questions, provide the top 5 website addresses where any of these activities occurred

1 [www.](#)

2 [www.](#)

3 [www.](#)

4 [www.](#)

5 [www.](#)

Please provide the percentage of gross income earned (or a reasonable estimate) from these activities: %

NOTE: an "information only" website should not be included.

GOVERNMENT PROGRAMS:

Did your farm receive income from any government programs? YES NO

If no, please proceed to the next section

If yes, provide details

Name of Program	Date	Amount Received (Paid)
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If all is recorded in your bookkeeping records, check here

If applicable, provide **AGR-1** tax slip

Did you repay your CEBA loan in 2023? N/A YES NO

Did you make any purchases of capital assets during the year (larger items, **valued over \$500**, such as a truck, tractor, new fence or computer)? YES NO

If yes, provide receipts of all items purchased along with loan documentation, if applicable.

Did you sell, trade-in or dispose of any capital assets? YES NO

If yes, provide copies of bill of sale and description of assets.

Description	Original Purchase Price	Zero Emissions?	Please check		FOR ITEMS SOLD:		
			Purchase	Sale	Year Purchased	Sale Price	Does this include GST?

There may be an opportunity to claim a full deduction of the cost of capital assets purchased.

Check here if you DO NOT want us to consider this for you

Provide the details of all PARTNERS to your farm. If we already had this information, you can indicate "no change" in this section if it is all the same.

Name	SIN /BN	% share of profits
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%
%
%

Are any partners of the farm related? YES NO

If yes, are these partners over age 24 and all actively involved on a regular, continuous and substantial basis in the year or any previous five years? YES NO

Provide details of your farm inventory (includes feed, livestock and harvested crops) at your year-end date.

FARM INVENTORY WORKSHEET

ON HAND AT YEAR END DATE

Livestock Description	Total Head	Number of these Head Purchased*	Number of Head Home Raised^	Fair Market Value at Year End
*Note: Purchased numbers are the ones still on hand at year end that you purchased at any historical point in time				
^Note: Home raised inventory was born (livestock) or grown(crops and feed) on your farm				

Commercial herd				
Purebred herd				
Bulls				
Cows / bred heifers				
2022 Feeder / Replacement heifers				
2022 Feeder steers				
2023 Heifer calves (not sold by year end)				
2023 Steer/Bull calves (not sold by year end)				
Horses				
Other livestock, be specific:				

Feed & Crops Description	Units (i.e. Bales)	Number of these Units Purchased*	Number of Units Home Raised^	Fair Market Value at Year End
Hay (round - weight)	lbs.			
Hay (square - weight)	lbs.			
Greenfeed (round - weight)	lbs.			
Straw (round - weight)	lbs.			
Straw (square - weight)	lbs.			
Silage				
Barley				
Oats				
Wheat				
Other, be specific:				

Other Inventory				Fair Market Value at Year End
Veterinary Supplies				
Fuel				
Fertilizer				
Other, be specific:				

Did you sell breeding livestock in 2023 which reduced your herd size by Dec. 31, 2023 and do you believe you suffered drought conditions?

YES NO

If yes, what percent did you reduce your herd size by? %

If percent is 15% or more, provide all sale details of breeding livestock for the year

What county is your farm located in?

AUTOMOBILE WORKSHEET

Provide details below of personal mileage used for any vehicle whose expenses are included with your farm expenses:

	1	2	3
Automobile description			
Original price			
Year purchased			
Sale Price			
Date sold (mm/dd/yy)			
Farm km driven in the year**			
Personal km			
Total km			
I am not able to provide km driven. This is the % I use this vehicle for farm use.	%	%	%

**If you are unable to provide km details, please provide a total of km driven for each vehicle in the year and a reasonable estimate of the percentage of use for farm vs. personal. *Should you ever be audited, you will be asked for an automobile log at the time by the Canada Revenue Agency and if you are unable to provide one, your expenses will likely be disallowed.*

Other comments or explanations:

Please indicate the method of providing your farm income and expenses to us this year:		
PDF from software	Manual ledger	Electronic excel spreadsheet
Printed spreadsheet	All receipts	Printed from software
Manual summary	Cloud platform	QuickBooks desktop file
If manual summary GST is:	INCLUDED	EXCLUDED in amounts

Do you do your bookkeeping in the cloud?	YES	NO
If yes:		
What cloud platform are you using?		
Xero (send accounting invite to vburrell@ascendllp.com)		
QuickBooks Online (QBO) (send accounting invite to valb@valbpc.com)		
Other:		(Export all 2023 data to excel and upload to ShareFile)

Are you providing a QuickBooks desktop file?	YES	NO
If yes:		
Please indicate the year version that you are using:		
What is the password for the file?		
The file is: an accountant's copy		
a back up copy		
Are you expecting that we will make changes and return these to you with the tax return?	YES	NO