

FARM CHECKLIST

2022

Your Name: _____

NAME OF FARM (if your farm name has “Ltd” or “Inc” in the name, do <u>not</u> complete this form)		
YEAR END DATE FOR FARM		
Are you enrolled in AgriStability? *	YES	NO
Are you enrolled in AgriInvest?	YES	NO
Were you aged 65 to 69 in 2022 and receiving CPP?	YES	NO
If yes , do you want to pay CPP remittances for 2022?	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 websites?	YES	NO
If yes , does your farm earn income from any of the following activities:		
a) selling goods or services on your own website?	YES	NO
b) selling goods or services using another website?	YES	NO
c) 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 occur.		
1. http://		
2. http://		
3. http://		
4. http://		
5. http://		
Please provide the percentage of gross income earned (or a reasonable estimate) from these activities: _____%		
Note: an “information only” website should not be included.		

* NOTE: If you are enrolled in AgriStability you will need to file supplementary forms by September 30, 2023. If you would like us to prepare them, please provide detailed inventory to us by May 9, 2023.

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.

Did your farm purchase or upgrade any mechanical heating, ventilation or air conditioning systems or purchase any devices designed to filter air using HEPA filters from September 1, 2021 to December 31, 2022? YES NO

If yes, please provide detailed receipts for the expenditures.

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.*

Other comments or explanations:

Did you sell breeding livestock in 2022 which reduced your herd size by Dec. 31, 2022 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? _____

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

FARM INVENTORY WORKSHEET

<i>ON HAND AT YEAR END DATE</i> _____, 2022				
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				
<input type="checkbox"/> Commercial herd <input type="checkbox"/> Purebred herd				
Bulls				
Cows / bred heifers				
2021 Feeder / Replacement heifers				
2021 Feeder steers				
2022 Heifer calves (not sold by year end)				
2022 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 these 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:				

Please indicate the method of providing your business income and expenses to us this year:

<input type="checkbox"/>	PDF from software	<input type="checkbox"/>	Manual ledger	<input type="checkbox"/>	Electronic excel spreadsheet
<input type="checkbox"/>	Printed spreadsheet	<input type="checkbox"/>	All receipts	<input type="checkbox"/>	Printed from software
<input type="checkbox"/>	Manual summary	<input type="checkbox"/>	Cloud platform	<input type="checkbox"/>	QuickBooks desktop file

If manual summary: GST is INCLUDED or EXCLUDED in amounts (please circle one)

Are you providing a QuickBooks desktop file? YES NO

If yes:

a) Please indicate the version that you are using: 2020 2021 2022 2023
Other _____

b) What is the password for the file? _____

c) The file is a) an accountant's copy
 b) back up

d) Are you expecting that we will make changes and return these to you with the tax return?
(note, if it is a version earlier than 2020, we can update and read your file but we cannot read it in the version that you are providing and we will not be able to give you back any adjustments)

YES NO

Do you do your bookkeeping in the cloud? YES NO

If yes:

a) What cloud platform are you using?

<input type="checkbox"/>	Xero
<input type="checkbox"/>	QuickBooks Online (QBO)
<input type="checkbox"/>	Other: _____

b) If Xero or QBO, please send accounting invite to valb@valbpc.com

c) If other, please export all 2022 data to excel and upload to ShareFile.