



**AGRICULTURAL RESOURCE MANAGEMENT SURVEY
COSTS AND RETURNS REPORT**



**NATIONAL
AGRICULTURAL
STATISTICS
SERVICE**

DRAFT - 2013

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CONTACT RECORD

DATE	TIME	NOTES

INTRODUCTION:

[Introduce yourself, and ask for the operator. Rephrase in your own words.]

We are collecting information on costs and returns and need your help to make the information as accurate as possible. Authority for collection of information on the Costs and Returns Report is Title 7, Section 2204 of the U.S. Code. Under Title 7 of the U.S. Code and CIPSEA (Public Law 107-347), facts about your operation are kept confidential and used only for statistical purposes. Response is voluntary. You may skip any question(s) you prefer not to answer.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0535-0218. The time required to complete this information collection is estimated to average 100 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

We encourage you to refer to your farm records during the interview.

MILITARY TIME

0004
_ _ _ _

BEGINNING TIME [MILITARY]

SCREENING BOX

0006

[ENUMERATOR NOTE: If screening box is code 1, complete the screening supplement. If screening box is blank, begin with Section A.]

[Name, address and partners verified and updated if necessary]

POID _____	POID _____
PARTNER NAME	PARTNER NAME
ADDRESS	ADDRESS
CITY STATE ZIP PHONE NUMBER	CITY STATE ZIP PHONE NUMBER
POID _____	POID _____
PARTNER NAME	PARTNER NAME
ADDRESS	ADDRESS
CITY STATE ZIP PHONE NUMBER	CITY STATE ZIP PHONE NUMBER

OFFICE USE	TOTAL POINTS	R. UNIT	PARTNER STRATUM	0925	0926	0927	0928	0009	0002
	0929	0921							

SECTION A LAND IN FARM / RANCH

For 2013, please report farm/ranch land owned, rented, or used by you, your spouse, or by the partnership, corporation or organization for which you are reporting. *(Include all cropland, idle land, CRP, pastureland, woodland, wasteland, farmstead, acres used for crop/livestock production facilities, and all other building sites associated with this operation, etc.)*

ACRES OPERATED	ACRES
1. How many acres of farm/ranch land were <u>owned</u> ? +	0020
2. How many acres of farm/ranch land were <u>rented or leased</u> from others--- <i>(Exclude land used on an animal unit month (AUM) or fee per head basis under a grazing permit.)</i>	ACRES
a. for a fixed or flexible <u>cash rent</u> payment? +	0021
b. for a <u>share</u> of the crop or livestock production? <i>(Include hybrid rental arrangement where rent paid is based on a fixed cash payment plus some shared production.)</i> +	0023
c. for <u>free</u> ? +	0024
3. How many acres of farm/ranch land were rented or leased <u>to others</u> ? <i>(Include land rented for cash, for a share of crop or livestock production, or rent free.)</i> -	0025
TOTAL ACRES	
4. Then the TOTAL ACRES <u>in this operation</u> in 2013 were: <i>(total items 1 + 2a + 2b + 2c - 3)</i> =	0026
5. Of the <u>total acres</u> in this operation (item 4), how many were---	ACRES
a. considered cropland? <i>(Include land in government programs, fruit/nut/berry/nursery acres, and land planted to hav. including wild hav. Exclude CRP acres planted to trees.)</i>	0030
b. covered under a Federal crop insurance policy?	0039
c. enrolled in the Conservation Reserve Program (CRP), Conservation Reserve Enhancement Program (CREP), and/or Wetlands Reserve Program (WRP)?	0028
d. used to harvest certified organic crops?	0041
DOLLARS	
6. In 2013, what was the total dollar amount received from CRP, CREP, and/or WRP payments? <i>(Verify that CRP, CREP, and/or WRP acres are reported in item 5c.)</i>	0477
7. In the 2013 crop year, did this operation use any land for annual crops (row crops, small grains, vegetables, etc. other than hay) that was used in 2012 for hay, grazing/pasture, CRP/CREP/WRP or any other non-crop uses? <i>(Include land that was in this operation in 2013 but not in 2012. Exclude land that was in this farm in 2012 but not in 2013.)</i>	CODE
<input type="checkbox"/> YES - <i>[Enter code 1, then continue]</i> <input type="checkbox"/> NO - <i>[Enter code 3, then go to item 8]</i>	0496
How many acres of each of these 2012 land uses were used for annual crops in the 2013 crop year?	
a. CRP/CREP/WRP land in 2012 that was used for annual crops in 2013.	0497
b. Hay, grazing, or other non-crop, non-CRP/CREP/WRP land in 2012 that was used for annual crops in 2013.	0498

8. In the 2013 crop year, did this operation use any land for hay, grazing/pasture, CRP/CREP/WRP or any other **non-crop** uses that was used in 2012 for annual crops (row crops, small grains, vegetables, etc. other than hay)? (**Include** land that was in this operation in 2013 but not in 2012. **Exclude** land that was in this farm in 2012 but not in 2013.)

CODE

<input type="checkbox"/> YES - [Enter code 1, then continue] <input type="checkbox"/> NO - [Enter code 2, then go to item 9]	0596
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How many acres of land used for annual crops in the 2012 crop year were in each of these uses in the 2013 crop year?

ACRES

a. CRP/CREP/WRP land in 2013 that was used for annual crops in 2012.	0597
b. Hay, grazing, or other non-crop, non-CRP/CREP/WRP land in 2013 that was used for annual crops in 2012.	0598

9. At any time during 2013 did you have a current Environmental Quality Incentives Program (EQIP), Conservation Security Program (CSP), and/or Conservation Stewardship Program (CStP) contract? (Check yes if you had a current contract, regardless of whether you received a payment during 2013.)

CODE

<input type="checkbox"/> YES - [Enter code 1, then continue] <input type="checkbox"/> NO - [Enter code 3, then go to item 10].	0526
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a. What was the total acreage of fields subject to conservation treatments under--- (**Include** acreage of the fields where practices are applied (e.g., reduced tillage, terraces, and grassed waterways) and acreage of fields/tracts that are adjacent to field-edge practice such as filter strips, riparian buffers, or fences.)

ACRES

(i) EQIP?	0071
(ii) CSP or CStP?	0072

b. What was the total dollar amount received under---

DOLLARS

(i) EQIP? (Verify that acreage is reported in item 9a(i)).	0540
(ii) CSP or CStP? (Verify that acreage is reported in item 9a(ii)).	0566

RENT PAID

10. Including rent for land and/or buildings, what was the total CASH RENT PAID in 2013 by this operation? (**Include** rent paid in 2013 for previous years and rent paid in advance. **Exclude** storage bins, to be reported in SECTION F, item 20. **Exclude** grazing of livestock, to be reported in item 11 below.)

DOLLARS

	0044
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11. Did this operation use land (on a per head or AUM basis) that is administered either by:

- public or private agencies,
- industrial corporations,
- grazing associations, or
- rent from individuals on a short term grazing arrangement?

CODE

<input type="checkbox"/> YES - [Enter code 1, then continue] <input type="checkbox"/> NO - [Enter code 3, then go to item 12]	0049
---	------

a. In 2013, what were the total fees this operation paid for the use of **publicly owned land** on an AUM basis? (**Include** fees paid for privately owned land administered by a public agency through exchange-of-use.)

DOLLARS

	0045
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b. In 2013, how much did this operation spend on pasturing or grazing of livestock on **privately owned land** (railroads, another farm/ranch, etc.) used on a fee per head (AUM) or gain basis?

	0046
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RENT RECEIVED

12. Including rent for land and/or buildings, what was the total CASH RENT RECEIVED in 2013 for acres rented TO others by this operation? (**Include** rent received in 2013 for previous years, rent received in advance, and government payments received from those acres. **Exclude** grazing of livestock, to be reported in SECTION E.)

DOLLARS

	0042
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13. For acres share-rented to others, what was the total value of crop or livestock shares received in 2013 by this operation? (**Include** rent received in 2013 for previous years and government payments received from those acres.)

	0043
--	------

SECTION B ACREAGE and PRODUCTION

1. For 2013, please report the acreage and quantity harvested, and amount used on this operation, on the total acres in this operation (Section A, item 4). **(Include** crops grown on a contract or custom basis. **Exclude** crops grown on land rented to others and cover crops if not harvested.)

[If share rented from others, ask--]

1 CROP	2 How many acres were HARVESTED? ACRES	3 What was the total production? <i>(Include landlord share and amount used on operation.)</i> TOTAL AMOUNT	4 How much of this operation's share of the total production was (will be) used on this operation? TOTAL AMOUNT	5 How much of the production was the landlord's share of the crop? TOTAL AMOUNT
FIELD CROPS				
Corn for grain.	0105	0106	Bu. 0107	Bu. 0108
Corn for silage or greenchop.	0109	0110	Tons 0111	Tons 0112
Cotton, all types.	0113	0114	Lbs. []	0116
Peanuts.	0117	0118	Lbs. 0119	Lbs. 0120
Potatoes (report sweet potatoes in all other crops).	0121	0122	Cwt. 0123	Cwt. 0124
Rice.	0125	0126	Cwt. 0127	Cwt. 0128
Sorghum for grain.	0129	0130	Bu. 0131	Bu. 0132
Sorghum for silage.	0133	0134	Tons 0135	Tons 0136
Soybeans.	0137	0138	Bu. 0139	Bu. 0140
Tobacco, all types.	0141	0142	Lbs. []	0144
SMALL GRAINS				
Barley for grain.	0145	0146	Bu. 0147	Bu. 0148
Oats for grain.	0149	0150	Bu. 0151	Bu. 0152
Wheat, all types, for grain.	0153	0154	Bu. 0155	Bu. 0156
DRY HAY CROPS				
Hay, dry, alfalfa and alfalfa mixtures.	0157	0158	Tons 0159	Tons 0160
Hay, dry, all others.	0161	0162	Tons 0163	Tons 0164
OTHER CROPS				
Canola.	0165	0166	Lbs. 0167	Lbs. 0168
Other oilseeds.	0169	0170	Lbs. 0171	Lbs. 0172
Sugarcane or sugarbeets.	0173	0174	Tons 0175	Tons 0176
*Dry edible beans/peas/lentils.	0177			
*Vegetables for processing.	0178			
*All other vegetables and melons (Exclude vegetables grown under glass or other protection).	0179			
*Fruits, nuts, and berries.	0180			
*Nursery and greenhouse crops (Include Christmas trees).	0181			
*All other crops not listed above (Include sweet potatoes).	0182			

Starred (*) crops are addressed in item 3.

SECTION B continues on next page.

2. What was the area grown for sale of nursery, floriculture, or greenhouse crops, including Christmas trees, ornamental plants, flowers, mushrooms,

SQUARE FEET UNDER glass or other protection

ACRES in the OPEN

aquatic plants, sod, food crops under protection, vegetable seeds, flower seeds, or other propagative materials?	0191	0192
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3. [Ask only if started (+) crops in item 1 were share rented from others:]

For acres rented to this operation on a share basis in 2013, what was the estimated market value of your landlord's share of the dry beans, vegetables, fruits, nuts, nursery, greenhouse and all other crops?

DOLLARS

	0183
--	------

4. Did this operation plant any corn, soybeans, wheat, or cotton intended for harvest in 2013, or hay intended for livestock feed in 2013?

YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 5]

CODE

	0238
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	Corn	Soybeans	Wheat	Cotton	Hay
a. How many acres planted or grown on this operation were intended for harvest in 2013? (For winter wheat, report acreage planted in fall 2012. For double cropped acres, include the acreage of both crops. Verify that planted acreage is equal to or greater than harvested acreage reported in Section B, item 1.) . . .	0224	0230	0232	0239	0216
b. How many of these acres were planted with no-till or strip-till?	0225	0231	0233	0240	
c. How many of these acres received nitrogen fertilizer? (Exclude manure). . .	0226		0234	0241	0217
For acres that received nitrogen fertilizer---					
(i) what was the average total application rate (lbs per acre)?	0227		0235	0242	0218
(ii) what percentage of nitrogen fertilizer was applied in the fall?	0228		0236	0243	
(iii) what percentage of nitrogen fertilizer was applied after planting?	0229		0237	0244	
d. How many acres planted or grown on this operation were irrigated in 2013?	0219	0220	0221	0222	0223

5. How many acres of cropland were

(1) planted to a cover crop after the 2012 crop was harvested and

(2) subsequently planted to an annual crop (e.g., corn, wheat) for 2013?

ACRES

	0245
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6. How many acres of cropland were left fallow during 2013?

	0246
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a. How many of these fallow acres were part of an on-going crop rotation that includes fallow for moisture conservation or other purposes?

	0247
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SECTION C LIVESTOCK

Please report the total numbers, including landlord's share, of livestock, poultry, and/or livestock products sold and/or removed from this operation during 2013 and the total inventory on December 31, 2013, regardless of ownership. *(Include landlord's share, any sold on the open market (non-contract), and any removed from this operation under a production or marketing contract in 2013.)*

1	2	3	4
1. Did this operation have on hand or produce any [item] during 2013?	What was the total number [column 1] sold or removed in 2013?	On Dec. 31, 2013, how many [column 1] regardless of ownership] were on hand?	On Dec. 31, 2013, how many [column 3] were owned by this operation?
a. Beef cows <i>(Include beef heifers that have calved. Exclude heifers that have not calved, steers, calves, and bulls.)</i>	0254	0255	0256
b. Milk cows, including any dry cows <i>(Exclude any heifers not yet freshened.)</i>	0257	0258	0259
(i) Milk produced in 2013 <i>(report in cwt.)</i>	0270		
c. Other cattle and calves <i>(Include heifers that have not calved, steers, calves, and bulls.)</i>	0251	0252	0253
d. Total cattle and calves <i>(total items a + b + c)</i>	0260	0261	0295
e. All hogs and pigs.	0262	0263	0296
f. Egg layers.	0248	0249	0250
(i) Chicken eggs <i>(report in dozens)</i>	0266		
g. Turkeys.	0268	0269	0298
h. Broilers.	0264	0265	0297
i. All other livestock and poultry <i>(Specify type(s): _____)</i>	0272	0273	0299

2. *[If SHARE RENTS from others and has livestock, ask---]*

What was the estimated total market value of your landlord's share of livestock production sold or removed from this operation in 2013? *(Exclude shared livestock production not part of a land rental arrangement.)*

DOLLARS

0276

OTHER OPERATIONS GROWING, FEEDING, OR RAISING LIVESTOCK FOR THIS OPERATION

3. Did any OTHER operation(s) grow, feed, or raise livestock or poultry owned by this operation under a contract arrangement in 2013 (you are the contractor)?

CODE

0271

YES - *[Enter code 1, then continue]* NO - *[Enter code 3, then go to SECTION D]*

1	2	3	4	5	6	7
What livestock or poultry were being raised or fed for you? <i>[List type below.]</i>	See livestock codes in respondent booklet CODE	What was the market value of [type] on hand on contractee operations on Jan.1, 2013? DOLLARS	What was the estimated market value <i>(at placement)</i> of [type] placed under contract DURING 2013? DOLLARS	How much was paid to contractees for labor, management, and reimbursement for expenses? DOLLARS	How much were your GROSS receipts from [type] sold or removed under this contract? DOLLARS	On Dec. 31, 2013 what was the market value of unsold [type] remaining under contract? DOLLARS
	0277	0278	0279	0280	0281	0282
	0283	0284	0285	0286	0287	0288
	0289	0290	0291	0292	0293	0294

SECTION D COMMODITY MARKETING and INCOME

MARKETING CONTRACTS

1. Did this operation have **marketing** contracts for any commodities delivered^{1/} in 2013?
 (A marketing contract is a verbal or written agreement reached before harvest of a crop or before completion of a livestock production stage, setting a price or pricing formula and market for the commodity.)

CODE

YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 3]

0300

UNIT CODES for ITEM 2, COLUMN 4			
1 POUND	5 BIN	9 DOZEN	20 BARREL
2 CWT	6 BOX	10 FLAT	22 ACRE
3 TON	7 BALE	11 HEAD/BIRD	39 ANIMAL SPACE
4 BUSHEL	8 CARTON	13 PLANT/POT	40 KILOGRAM

2. (If Yes) Report the commodities delivered in 2013 through **marketing** contract(s). List the quantities marketed and the final price received. (**Include** only the quantity owned by the operation. **Exclude** money received from contractors as reimbursement for expenses (report this in SECTION F). **Exclude** landlord shares (report in SECTION B, items 1 & 3, and SECTION C, item 2). Also **exclude** marketing charges (report in item 7) and money received for any reimbursements for expenses (report in SECTION F).)

1 What commodities did this operation have MARKETING contracts for in 2013? [Write in commodities]	2 See commodity codes in respondent booklet CODE	3 What quantity of this commodity was delivered through this contract? (Exclude landlord's share.) QUANTITY	4 Unit Code (from list above) CODE	5 What was (will be) the FINAL PRICE RECEIVED per [column 4] unit by this operation for this commodity marketed under this contract? (Exclude marketing charges. Exclude money received as reimbursement for production expenses. Record this in SECTION F.) DOLLARS & CENTS	6 What was the total dollar amount received in 2013 from this contract? (Exclude marketing charges. Exclude money received as reimbursement for production expenses. Record this in SECTION F.) TOTAL DOLLARS
	0301	0304	0305	0306 . _____	0307
	0316	0319	0320	0321 . _____	0322
	0331	0334	0335	0336 . _____	0337
	0346	0349	0350	0351 . _____	0352
	0361	0364	0365	0366 . _____	0367
	0376	0379	0380	0381 . _____	0382
	1351	1354	1355	1356 . _____	1357
	1366	1369	1370	1371 . _____	1372
	1381	1384	1385	1386 . _____	1387
	1396	1399	1400	1401 . _____	1402
	1411	1414	1415	1416 . _____	1417
	1426	1429	1430	1431 . _____	1432

^{1/} "Delivered" includes commodities for which partial payment was made even if not physically delivered by December 31, 2013.

SECTION D continues on next page.

PRODUCTION CONTRACTS AND CUSTOM FED LIVESTOCK

3. Did this operation have **production** contracts for any commodities it produced in 2013?

(A production contract is a verbal or written agreement setting terms, conditions, and fees to be paid by the contractor to the operation for the production of crops, livestock, or poultry. The contractor usually owns the commodity and often provides inputs.)

YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 5]

CODE
0400

UNIT CODES for ITEM 4, COLUMN 4			
1 POUND	5 BIN	9 DOZEN	20 BARREL
2 CWT	6 BOX	10 FLAT	22 ACRE
3 TON	7 BALE	11 HEAD/BIRD	39 ANIMAL SPACE
4 BUSHEL	8 CARTON	13 PLANT/POT	40 KILOGRAM

4. (If Yes) Report in the table below the commodities with **production** contracts in 2013. Also list the quantities removed under these contracts and the final fee received. (**Exclude** money received to pay for production expenses. Expense reimbursements should be reported in SECTION F.)

1 What commodities did this operation have PRODUCTION contracts for in 2013? [Write in commodities]	2 See commodity codes in respondent booklet CODE	3 What quantity of this commodity was removed from the operation under this contract? <i>(Exclude landlord's share.)</i> QUANTITY	4 Unit Code (from list above) CODE	5 What was (will be) the FINAL FEE RECEIVED per [column 4] unit by this operation for producing this commodity under this contract? <i>(Exclude money received as reimbursement for production expenses. Record this in SECTION F.)</i> DOLLARS & CENTS	6 What were the TOTAL FEES RECEIVED in 2013 under this contract? ^{1/} <i>(Exclude money received as reimbursement for production expenses. Record this in SECTION F.)</i> TOTAL DOLLARS
	0401	0404	0405	0406 . _____	0407
	0416	0419	0420	0421 . _____	0422
	0431	0434	0435	0436 . _____	0437
	0446	0449	0450	0451 . _____	0452
	1441	1444	1445	1446 . _____	1447
	1456	1459	1460	1461 . _____	1462
	1471	1474	1475	1476 . _____	1477
	1486	1489	1490	1491 . _____	1492

^{1/} Income received for commodities produced under contract in previous years should be recorded in item 8a(i) on page 10.

CASH or OPEN MARKET SALES

Exclude from item 5---

- Marketing Contract sales (report in item 2)
- Production Contract removals (report in item 4)
- Landlord shares (report in Section B, items 1 & 3 and Section C, item 2)

5. After subtracting marketing expenses, what was the total dollar amount received in 2013 for cash or open market sales of each of the following crop and/or livestock commodities produced in 2013 and earlier years? (**Exclude** marketing contract sales, production contract removals, landlord's share of market value.)

DOLLARS

a. Corn, rice, sorghum, soybeans, barley, oats, wheat (Include silage. Exclude sweet corn.)	0501
b. Other grains and oilseeds, dry beans, and dry peas (flaxseed, other grain silage and forage, other grains and oilseeds, noncorn, sunflowers, etc.)	0502
c. Tobacco, cotton, and cottonseed	0503
d. Vegetables, melons, potatoes and sweet potatoes (cabbage, cantaloupes, pumpkins, red beets, sweet corn, tomatoes, watermelons, vegetable seeds, etc.)	0504
e. Fruit, tree nuts and berries (almonds, apples, blueberries, cherries, grapes, hazelnuts, kiwifruit, oranges, pears, pecans, strawberries, walnuts, etc.)	0505
f. Nursery, greenhouse, cut Christmas trees, floriculture and sod (bedding plants, bulbs, cut flowers, flower seeds, foliage plants, mushrooms, nursery potted plants, shrubbery, etc.)	0506
g. Other crops, hay, and short rotation woody crops (grass seed, hay and grass silage, hops, maple syrup, mint, peanuts, sugarcane, sugarbeets, etc.)	0507
h. Hogs and pigs (Exclude breeding stock.)	0508
i. Hog breeding stock	0509
(i) Recognized gain/loss on sales of breeding hogs reported in item 5i above (can be negative (-) if losses were incurred)	0533
j. Milk from cows (before deduction of any hauling fees)	0510
k. Cattle and calves (fed cattle, beef and dairy cull animals, stockers and feeders, veal calves, etc.) Exclude breeding stock.)	0511
l. Cattle breeding stock	0512
(i) Recognized gain/loss on sales of breeding cattle reported in 5l above (can be negative (-) if losses were incurred)	0535
m. Broilers	0513
n. Eggs	0514
o. Turkeys	0515
p. Other poultry (other chickens, ducks, emus, geese, hatchlings, ostriches, pigeons, pheasants, quail, poultry products, etc.)	0516
q. Other animals and other animal products (sheep, goats, and their products (wool, mohair, and goat milk); horses, ponies, mules, burros, and donkeys; aquaculture; bees and honey: semen and embryo)	0517

DOLLARS

6. What was the total amount received from straw and other crop residue sales? (Exclude hay sales.)	0527
--	------

MARKETING CHARGES

7. In 2013, how much was spent by this operation (operators, partners, landlords, and contractors) for marketing and storage expenses incurred by this operation? (*Include check-off, commissions, storage, inspection, ginning, etc. Include marketing expenses for contract sales.*)

OPERATOR(S) and PARTNER(S) DOLLARS	LANDLORD(S) DOLLARS	CONTRACTOR(S) DOLLARS
0868	0869	0870

ACCOUNTS RECEIVABLE / DEFERRED PAYMENTS

8. For each item below, report income received or the amount owed to the operation on the dates specified. **Do not include** crops in storage and not yet sold. (*Include cash sales, marketing contract sales, and production contract removals.*)

[ENUMERATOR NOTE: *Crops in storage and not sold as of the reference date should be reported in Section G, item 4a.*]

- a. On January 1, 2013, what was the total dollar amount **owed** to this operation for all commodities produced and sold (*cash or contract*) **before** January 1, 2013?
- | | |
|---|---------|
| | DOLLARS |
| | 0885 |
| (i) How much did this operation receive from item 8a during 2013? | 0875 |
- b. What was the total dollar amount owed to this operation on December 31, 2013, for all commodities produced, sold (*cash or contract*), delivered, or removed under contract in 2013 and earlier years?
- | | |
|--|---------|
| | DOLLARS |
| | 0886 |

MARKETING EXPENSE WORKSHEET

COMMODITY	EXPENSE NAME	FEE PER UNIT	UNIT	NUMBER OF UNITS	TOTAL MARKETING EXPENSE
		_____.			
		_____.			
		_____.			
		_____.			
		_____.			
		_____.			
		_____.			
		_____.			
		_____.			
		_____.			
		_____.			

TOTAL MARKETING CHARGES (EXPENSES)

OFFICE USE
WORKSHEET

0946

SECTION E OTHER FARM RELATED INCOME

1. In 2013, did this operation receive or repay any Commodity Credit Corporation (CCC) loans?
 YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 2]

CODE

0560

a. In 2013, how much was received for all commodities placed under CCC loans? (*Include Austrian winter peas, barley, canola, rapeseed, corn, cotton, crambe, dry edible peas, flaxseed, honey, lentils, mohair, mustard seed, oats, peanuts, rice, safflower, sesame seed, small chickpeas, sorghum, soybeans, sunflower seed, and wheat.*) . . .

DOLLARS

0518

b. In 2013, what was the amount spent to repay all CCC loans? (*Exclude storage and service fees.*)

0519

[ENUMERATOR NOTE: If any of the crops redeemed from the CCC were sold in 2013, verify that these sales are recorded in Marketing Contracts (SECTION D, item 2) or Cash Sales (SECTION D, item 5). If the redeemed crops were NOT sold in 2013, their value should be reported in SECTION G, item 4a.]

2. In 2013, did this operation receive Federal, State or local farm program payments?
(Include government payments received through a cooperative. Exclude conservation-related payments recorded in SECTION A and CCC loan payments.)

CODE

0563

YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 4]

3. What was the total dollar amount this operation received in 2013 for---

a. payments from the Direct Counter-cyclical Payment (DCP) and Average Crop Revenue Election (ACRE) programs?
(Include government payments received through a

DOLLARS

0525

	PERCENT of 3a	
(i) Of the total in item 3a, what percent was for DCP direct payments? +	0520	
(ii) Of the total in item 3a, what percent was for DCP counter-cyclical payments? +	0522	
(iii) Of the total in item 3a, what percent was for ACRE direct payments? +	0521	
(iv) Of the total in item 3a, what percent was for ACRE revenue payments? +	0523	
=	100%	

b. Loan Deficiency Payments (LDPs)? (*Include government payments received through a cooperative.*)

DOLLARS

0528

c. Marketing Loan Gains (MLGs)? (*Include government payments received through a cooperative.*)

0531

d. Milk Income Loss Contract (MILC) payments?

0536

e. net value of commodity certificates?

0565

f. Agriculture Disaster payments? (*Include all disaster assistance and market loss payments. Exclude milk income loss contract payments reported above and Federal crop insurance and other indemnity payments, to be reported on the next page.*)

0537

g. any other Federal agricultural program payments? (*Exclude CRP, CREP, WRP, EQIP, CSP, and CSIP payments reported in SECTION A.*)

0541

h. tobacco buyout payments including lump sum payments?

0476

i. any other local or State program payments?

0542

SECTION E continues on next page.

4. What is your **estimate** of the total dollar amount your landlord(s) received in government payments for the acres you rented from them?

DOLLARS

0543

5. In 2013, what was the total income received by you (the operator) and all partners for---

DOLLARS

a. custom work, machine hire, and other agricultural services provided by this operation for farmers and others? (Exclude if this is a separate business.)	0546
b. grazing of livestock? (Exclude contract arrangements previously reported.)	0547
c. recreational and agri-tourism activities such as hunting, fishing, farm tours, hospitality services, petting zoos, etc.?	0548
d. sales of all forest products? (Include firewood, timber, etc. Exclude maple syrup and Christmas trees.)	0549
e. sales of farm machinery and vehicles? (farm share only)	0550
f. proceeds from sales of farmland and other farm real estate owned by this operation only?	0558
(i) recognized gain/loss on sales of farmland and other farm real estate reported above (item 5f)? (can be negative (-) if a loss was incurred).	0559

(ii) Were the sales of any farmland or other farm real estate made to---

- 1 a non-relative
- 2 a relative
- 3 both non-relatives and relatives

CODE

0470

DOLLARS

g. Federal crop and livestock insurance payments?	0552
h. other crop and livestock insurance indemnity payments?	0551
i. cooperative patronage dividends and refunds?	0554
j. sales of value-added goods produced (e.g. cheese, cider, jams, jellies, wines, and other prepared items) from your farm commodities? (Exclude if this is a separate business.)	0530
k. income from royalties or leases associated with energy production (e.g. natural gas, oil, and wind turbines)?	0555
l. all other farm related sources of income? [This may be a negative (-) number for hedging losses.] (Show OTHER FARM INCOME in Respondent Booklet.)	0556

List each income item and amount separately, below.

SECTION E continues on next page.

CODE

6. Which code from the list below represents the <u>largest portion</u> of this operation's 2013 total gross value of sales, including Government agriculture payments?	0047
---	------

Include:

- Sales of all crops, livestock, poultry and livestock products sold in 2013.
- The VALUE OF PRODUCTS REMOVED for all crops, livestock, and poultry produced under contract in 2013.
- Sales of miscellaneous agricultural products in 2013.
- All Government agricultural payments received in 2013.
- Landlord's share of Government payments.

Farm Type	Code	Farm Type	Code
Grains, oilseeds, dry beans, and dry peas (corn, flaxseed, grain, silage and forage, grains and oilseeds for seeds, popcorn, rice, small grains, sorghum, soybeans, sunflowers, etc.)	01	Hogs and pigs	09
Tobacco	02	Milk and other dairy products from cows	10
Cotton and cottonseed	03	Cattle and calves (beef and dairy cattle for breeding stock, fed cattle, beef and dairy cull animals, stockers and feeders, veal calves, etc.)	11
Vegetables, melons, potatoes and sweet potatoes (cabbage, cantaloupes, pumpkins, red beets, sweet corn, tomatoes, watermelons, vegetable seeds, etc.)	04	Sheep, goats, and their products (wool, mohair, milk and cheese) .	12
Fruit, tree nuts and berries (almonds, blueberries, cherries, cranberries, grapes, apples, hazelnuts, kiwifruit, oranges, pears, pecans, strawberries, walnuts, etc.)	05	Equine (horses, ponies, mules, burros and donkeys)	13
Nursery, greenhouse, and floriculture (bedding plants, bulbs, cut flowers, flower seeds, foliage plants, mushrooms, nursery potted plants, shrubbery, sod, etc.)	06	Poultry and eggs (broilers, chickens, turkeys, ducks, eggs, emus, geese, hatchlings, ostriches, pigeons, pheasants, quail, poultry products, etc.)	14
Cut Christmas trees and short rotation woody crops	07	Aquaculture (catfish, trout, other finfish, shellfish, etc.)	15
Other crops and hay (grass seed, hay and grass silage straw, hops, maple syrup, mint, peanuts, sugarcane, sugarbeets, CRP, pasture, etc.)	08	Other animals and other animal products (bees, honey, rabbits, other fur-bearing animals, semen, manure, other animal specialties, etc.)	16

NOTES AND CALCULATIONS

SECTION F OPERATING and CAPITAL EXPENDITURES

OPERATING EXPENSES

Include only expenses related to this operation.
Exclude expenses NOT related to this farm/ranch; expenses of performing custom work FOR others, if this is a separate business; and expenses on land rented to others.

In 2013, how much was spent for (item) by [column]---

1 OPERATOR(S) & PARTNER(S) DOLLARS	2 LANDLORD(S) DOLLARS	3 CONTRACTOR(S) DOLLARS
---	---------------------------------	-----------------------------------

1. seeds, sets, plants, seed cleaning and treatments, transplants, trees and nursery stock? (Include technology or other fees, seed treatments, and seed cleaning cost. Exclude items purchased for resale without additional growth)	0600	0601	0602
2. nutrients, fertilizer, lime and soil conditioners? (Include cost of custom application and organic materials. Exclude potting mixes, vermiculite, and sterilized soil.)	0606	0607	0608
3. biocontrols and agricultural chemicals for crops, livestock, poultry, and general farm use? (Include biological pest controls and custom application costs.)	0612	0613	0614
a. How much of this (item 3) was for custom application only? (Include cost of chemicals.)	0618	0619	0620
4. livestock purchases of---			
a. breeding stock for beef cattle, dairy cattle, hogs and sheep?	0621	0622	0623
b. other cattle, calves, hogs and pigs? [Report other sheep in item 4d.]	0624	0625	0626
c. chickens and turkeys? [Report ducks and game birds in item 4d.]	0627	0628	0629
d. other livestock and poultry, including other sheep, lambs, bees, brooder fish, fingerlings, goats, etc.?	0630	0631	0632
	0633	0634	0635
5. leasing of livestock? (Include leasing of bees for pollination.)			
6. purchased feed for livestock and poultry? (Include grain, hay, silage, mixed feeds, concentrates, etc.)	0636	0637	0638
	0639	0640	0641
7. bedding and litter for livestock?			
8. medical supplies, veterinary and custom services for livestock? (Exclude manure disposal. Include artificial insemination (AI), branding, breeding fees, castrating, custom feed processing, hormone injections, performance testing, pregnancy testing, seining, sheep shearing, etc.)	0642	0643	0644
9. purchases for the farm business of---			
a. all fuels, oils and lubricants? <i>(total 06(i) + 06(ii) + 06(iii) + 06(iv) + 06(v) + 06(vi) must equal item 9a)</i>	0663	0664	0665
(i) diesel fuel? (Include biodiesel.)	0645	0646	0647
(ii) gasoline and gasohol? (Include ethanol blends.)	0648	0649	0650
(iii) natural gas?	0651	0652	0653
(iv) LP gas (propane, butane)?	0654	0655	0656
(v) oils and lubricants? (Include grease, hydraulic fluids, motor oils, transmission fluids, etc.)	0657	0658	0659
(vi) all other fuel? (Include coal, fuel oil, kerosene, wood, etc.)	0660	0661	0662

	1 OPERATOR(S) & PARTNER(S)	2 LANDLORD(S)	3 CONTRACTOR(S)
In 2013, how much was spent for (item) by [column]---	DOLLARS	DOLLARS	DOLLARS
10. electricity for the farm business?	0675	0676	0677
11. purchased water for irrigation from off-farm suppliers? (<i>Include irrigation assessments and fees.</i>)	0696	0697	0698
12. all other utilities, such as the farm share of telephone service, water purchased other than for irrigation, and Internet access? . . .	0872	0873	0874
13. farm supplies, marketing containers, hand tools and farm shop power equipment? (<i>Include expenses for temporary fencing. Exclude expenses for bedding/litter and permanent fencing.</i>)	0702	0703	0704
14. repairs, parts and accessories for motor vehicles, machinery and farm equipment? (<i>Include repairs to drying equipment, tune-ups, overhauls, repairs to livestock equipment, replacement parts for machinery, tubes, tires, and accessories such as air conditioners, CB's, radios and hydraulic cylinders. Exclude irrigation equipment and pump repairs.</i>)	0708	0709	0710
15. maintenance and repair for the upkeep of all farm buildings, houses other than the operator's, land improvements, and all other farm/ranch improvements? (<i>Include conservation improvements, corrals, feeding floors, feedlots, gravel, land drainage structures, tiling, trench, silos, wells, irrigation equipment and pump repairs and facilities. Exclude any new construction or remodeling.</i>)	0714	0715	0716
16. maintenance and repair of the operator's house if it was owned by the operation? ("Owned by the operation" means the house is-- - recorded as an asset in farm record books, or - deeded as part of the farm.)	0726		
17. insurance for the farm business? (<i>Include all casualty insurance, hail insurance, and any other crop or livestock insurance; motor vehicle liability and blanket insurance policies. Include insurance on operator's dwelling, if owned by the operation. Exclude health insurance (reported in SECTION F, item 26 or SECTION J, item 11) and other payroll insurance items.</i>)	0729	0730	0731
a. How much of this (item 17) was for Federal crop insurance?	0732	0733	0734
18. interest and fees paid on debts---			
a. secured by real estate? (<i>Include interest paid on the operator's dwelling, if owned by the operation.</i>)	0738	0739	
b. not secured by real estate? (<i>Include service fees on CCC loan redemptions.</i>)	0741	0742	
19. property taxes paid on---			
a. real estate (land and buildings)? (<i>Include real estate taxes on the operator's dwelling, if owned by the operation.</i>)	0744	0745	0746
b. livestock, machinery, and other farm production items?	0747	0748	0749

1 OPERATOR(S) & PARTNER(S) DOLLARS	2 LANDLORD(S) DOLLARS	3 CONTRACTOR(S) DOLLARS
---	---------------------------------	-----------------------------------

In 2013, how much was spent for (item) by [column]---

20. renting or leasing of tractors, vehicles, equipment or storage structures? *(Include farm machinery, cars, trucks, irrigation equipment and other equipment. Exclude custom hire.)*

0750	0751	
0753	0754	

21. vehicle registration and licensing fees?

22. depreciation expense claimed by this operation in 2013 for all capital assets? *(If partnership, include amounts claimed by all partners in this operation. Estimate from 2012 if necessary.)*

0756		
a. How much of this depreciation expense (item 22) was claimed for breeding livestock?	0757	

23. CASH WAGES paid to hired farm and ranch labor? *(Include cash wages, incentives and bonuses, payments to corporate officers and paid family members, including yourself and other operators if they received a wage. Exclude wages paid for custom and contract work, wages paid for housework, Social Security on the owner-operator, withdrawals for living expenses, employer's share of Social Security and unemployment taxes, health and life insurance, pensions or retirement plans, and worker's compensation.)*

0758	0759	0760
------	------	------

24. Of item 23, how much salary or wage was paid to---
(total 24a + 24b + 24c + 24d + 24e must equal item 23)

a. you (the principal operator)?	0764	0765	0766
b. your (the principal operator's) spouse? <i>(Even if your spouse is an operator include his/her wages here.)</i>	0767	0768	0769
c. other members of your (the operator's) household? <i>(Even if your other household members are operators, include their wages here.)</i>	0574	0575	0576
d. other operators (outside the operator's household)? <i>(Those persons responsible for the day-to-day management decisions for this operation.)</i>	0770	0771	0772
e. all other paid farm and ranch labor?	0773	0774	0775

25. payroll taxes for hired labor? *(Include employer's share of Social Security and unemployment taxes. Include any amounts the farm paid for farm workers that are part of your (the operator's) household.)*

0705	0706	0707
------	------	------

26. benefits for hired labor? *(Include employer's share of health insurance, pension or retirement plans, Workers' Compensation, etc. Include any amounts the farm paid for farm workers that are part of your (the operator's) household.)*

0915	0916	0917
------	------	------

27. contract labor? *(Include expenses for labor, such as harvesting of fruit, vegetables, berries, etc. performed on a contract basis by a contractor, crew leader, cooperative, etc. Exclude contract work for building construction, repairs, or farm improvements, and payments to other operations that fed/raised livestock under contract FOR this operation.)*

0782	0783	0784
------	------	------

28. custom work such as---
(Custom work is work performed by machines and labor hired as a unit.)

a. hauling? Include all custom grain, livestock, milk, manure, and other custom hauling.	0788	0789	0790
b. all other custom work done on this operation, including machine hire and rental of machinery and equipment? <i>(Report custom livestock services in item 8.)</i>	0791	0792	0793

	1	2	3
	OPERATOR(S) & PARTNER(S)	LANDLORD(S)	CONTRACTOR(S)
	DOLLARS	DOLLARS	DOLLARS

In 2013, how much was spent for (item) by [column]---

29. workers who were members of your (the operator's) household---

what was the cash value of any commodities provided to them as PAYMENT for farm work? **[Example:** value of a percentage of crops, calves, etc. **Exclude** operator payments or draws.]

0797

30. workers who were NOT household members---

what was the cash value of all commodities, feed, fuel, housing, meals, other food, utilities, vehicles for personal use, and any other non-cash PAYMENT for farm work? **(Include** meat, poultry, other livestock and livestock products, berries, firewood, fruits, vegetables, etc. **Exclude** home gardens, unless expenses were recorded previously. Also **exclude** partner payments or draws.)

0798

31. What was the market value of commodities produced and used on this operation for home consumption?

(Exclude any commodities provided as payment to household members for farm work reported in item 29.)

0799

PERCENT

a. What percent of this (item 31) was for livestock and livestock products?

0800

32. professional or farm management services such as record keeping, accounting, tax and business planning, farm product advice, conservation practices, etc.?

DOLLARS

0801

PERCENT

a. What percent of this (item 32) was for farm management or planning?

0858

b. What percent of this (item 32) was for conservation practices?

0814

Show the respondent the list of General Business Expenses in the Respondent Booklet.

DOLLARS	DOLLARS	DOLLARS
---------	---------	---------

33. general business expenses?

0804	0805	0806
------	------	------

List general business expense items and amounts below.

CAPITAL EXPENSES

34. improvements on land such as land preparation, irrigation improvements, well drilling, ponds, feedlots, trench silos, lagoons, new fences, etc.? **(Exclude** moveable equipment.)

DOLLARS	DOLLARS	DOLLARS
0807	0808	0809

35. new construction and remodeling of dwellings **(excluding** the operator's dwelling), barns, buildings, hog houses, poultry houses, milk barns, storage facilities, sheds, silos, etc.? **(Exclude** repairs and maintenance.)

0810	0811	0812
------	------	------

36. new construction or remodeling of the operator's dwelling, if owned by the operation?

0813

Report the TOTAL NET COST (after deducting the value of trade-ins, rebates and discounts) of the following items purchased for the farm/ranch in 2013.

	DOLLARS
37. Cars – Include new and used.	0816
	PERCENT
a. What percent of this (item 37) was the farm's share?	0817
	DOLLARS
38. Trucks – Include new and used trucks, pickups, sport utility vehicles, vans, campers and buses	0818
	PERCENT
a. What percent of this (item 38) was the farm's share?	0819
	DOLLARS
39. Tractors – Include new and used	0820
40. Self-propelled equipment – Include implements and self-propelled equipment for livestock, dairy, or poultry production (<i>Exclude tractors.</i>)	0821
41. Other farm machinery, non-self-propelled farm equipment, pumps, and capital equipment for crop or livestock production (<i>Include farm share only.</i>)	0822
42. Office equipment, furniture, and computers that were placed on a depreciation schedule.	0823
43. Farmland and other farm real estate for expanding this operation.	0803
a. Of the total amount spent on acres purchased in 2013 (item 43), what amount was---	DOLLARS
(i) paid for by cash?	0971
(ii) debt financed?	0972
(iii) paid for in some other way?	0973
44. All other capital expenditures (<i>Include all other capital expenditures that were placed on a depreciation schedule.</i>)	0824
[List all other capital expenditure items and amounts below.]	

OPERATOR(S) & PARTNER(S)	LANDLORD(S)	CONTRACTOR(S)	
DOLLARS	DOLLARS	DOLLARS	
45. What other expenses did this operation have in 2013 that I have not recorded?	0825	0826	0827

[List each expense item and amount below.]

SECTION G FARM ASSETS

1. In order to estimate the financial position of farms correctly, we need to obtain the MARKET VALUE of the following assets OWNED by this operation on December 31, 2013: *(Include owned assets on rented land.)*

DOLLARS

a. farm operator's dwelling, if owned by the operation <i>(Owned by the operation means the house is recorded as an asset in farm record books or deeded as part of the farm.)</i>	0850
b. all other dwellings.	0851
c. all other farm buildings and structures <i>(Include barns, cribs, grain bins, greenhouses, silos, storage sheds, etc.)</i>	0852
d. orchard trees and vines, nursery trees, and trees grown for woody crops.	0853
e. land <i>(Include land rented to others. Exclude houses, buildings, orchard trees and vines, and trees grown for woody crops.)</i>	0854

2. What is the estimated market value of the land and buildings on the acres rented or leased FROM OTHERS on December 31, 2013? *(Reported in SECTION A, items 2a, 2b, and 2c.)*

0855

3. What is the estimated market value of the land and buildings on the acres rented or leased TO OTHERS on December 31, 2013? *(Reported in SECTION A, item 3.)*

0857

For each item below, report the market value(s) of the assets owned by the operation on the dates specified.

	Beginning of Year	End of Year
	JAN. 1, 2013?	DEC. 31, 2013?
	DOLLARS	DOLLARS
4. What was the ESTIMATED MARKET VALUE for the farm share of [item] on---		
a. crops owned and stored on or off this operation <i>(Include crops stored at co-op or gin warehouse, specialty crops, fruit storage, hay, silage, and nursery and greenhouse products not in the ground. Exclude crops under CCC loans.)</i>	0888	0889
b. breeding livestock owned by and located on or off this operation <i>(Include aquaculture, bees, cattle, equine, hogs, mink, poultry, sheep, etc., kept for breeding purposes. Exclude livestock being produced under contract on another operation (reported in Section C, item 3).)</i>	0863	0864
c. non-breeding livestock owned by and located on or off this operation <i>(Include aquaculture, bees, cattle, equine, hogs, mink, poultry, sheep, etc., kept for non-breeding purposes. Exclude livestock being produced under contract on another operation (reported in Section C, item 3).)</i>	0876	0877
d. production inputs owned by this operation, such as processed feed, fertilizer, chemicals, fuels, parts, purchased seed and other supplies.	0878	0879
e. production inputs already used by this operation for cover crops or crops planted but not yet mature for harvest (also known as <i>sunk costs</i>), or the value of inputs used for production contracts that have yet to be delivered.	0880	0881
f. trucks and cars owned by the operation <i>(farm share only)</i>		0882
g. tractors, machinery, tools, equipment and implements owned by the operation		0883
h. stock in farm cooperatives and the Farm Credit System		0884

LIQUID ASSETS - [Show OTHER FARM ASSETS & VALUE CODES in Respondent Booklet.]

5. Which value code represents the value of all other farm assets not previously listed on December 31, 2013? *(Include money owed to this operation (except money owed from commodity sales), cash certificates of deposit, savings and checking accounts, hedging account balances, government payments due, balance of land contract sales, and any other farm assets not reported earlier. Exclude any personal debt owed to the operator(s).)*

END OF YEAR VALUE CODE

0887

SECTION H FARM DEBT

1. Was debt used in funding the operation of this farm/ranch in 2013, including any loans obtained in earlier years? *(Include seasonal production and other loans taken and repaid during 2013.)* CODE
 YES - [Enter code 1, then continue] NO - [Enter code 3, then go to SECTION I] 1080

2. Did you have an established line of farm credit with a lender during 2013?
 YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 4] 1081

3. In 2013, how much did you borrow against the established line of credit? 1 - Borrowed full amount
2 - Borrowed MORE by extending previous limit
3 - Borrowed LESS than full amount available
4 - Did not borrow against line of credit in 2013 1082

4. What was the total amount of all farm business loans taken out and repaid in 2013? *(Include seasonal production and other loans.)* DOLLARS
 890

5. Did this operation owe money to any banks, co-ops, individuals, merchants or Federal agencies on December 31, 2013? *(Include money owed against your line of credit and multi-purpose loans used for both farm and non-farm purposes. Exclude CCC commodity loans and any loans used exclusively for non-farm purposes.)* CODE
 YES - [Enter code 1, then continue] NO - [Enter code 3, then go to SECTION I] 1058

6. To estimate the financial position of farms correctly and their ability to service debt and to categorize debt by types, we need to list loans this operation had on December 31, 2013, including any line of credit. *(Include farm/ranch loans, debt on the operator's house if owned by the operation, and multi-purpose loans used for both farm and non-farm purposes. Exclude CCC commodity loans and any loans used exclusively for non-farm purposes.)*

1 Who is the lender? [Show lender codes in the Respondent Booklet.]	2 What was the balance owed on Dec. 31, 2013 including outstanding principal plus unpaid interest?	3 What was the interest rate on 12/31/2013? [Report in hundredths of a percent. Example: 9% = 09.00]	4 What is the type of loan? [See the Respondent Booklet.]	5 What year was it obtained?	6 What is the original term of the loan? NUMBER of YEARS	7 What percent is for operating expenses, capital expenditures, or other expenses of the farm operation? PERCENT	8 What is the primary farm purpose of this loan? [Show codes in the Respondent Booklet.]	9 Is this a--- 1 fixed rate loan? If this is a variable or adjustable rate loan, how often is it repriced? 2 monthly 3 quarterly 4 annually 5 more than annually CODE
CODE	DOLLARS	PERCENT	CODE	YEAR	NUMBER of YEARS	PERCENT	CODE	CODE
1001	1002	1003 * _ _ _	1004	1005 _ _ _ _ _	1008	1006	1007	1009
1010	1011	1012 * _ _ _	1013	1014 _ _ _ _ _	1017	1015	1016	1018
1019	1020	1021 * _ _ _	1022	1023 _ _ _ _ _	1026	1024	1025	1027
1028	1029	1030 * _ _ _	1031	1032 _ _ _ _ _	1035	1033	1034	1036
1037	1038	1039 * _ _ _	1040	1041 _ _ _ _ _	1044	1042	1043	1045

7. If you had farm loans **in addition to the five that I've just recorded**, what is the total amount of debt from these loans owed on December 31, 2013? *(Include farm/ranch loans and debt on the operator's house if it is owned by the operation. Exclude any loans for non-farm purposes that are secured by assets of the farm/ranch.)* DOLLARS
 1047

8. How much of the total debt owed on December 31, 2013 *(reported in items 6 and 7 above)*, was for the operator's dwelling? *(If the operator's dwelling is owned by the operation, debt should be included here and above. Exclude operator's dwelling if not owned by the operation.)* 1057

OFFICE USE ONLY	0999
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SECTION I FARM MANAGEMENT and USE OF TIME

1. In 2013, was more than 50% of the ownership interest in this operation held by you (*the principal operator*) and/or persons related to you by blood, marriage, or adoption, including relatives not residing in your household? (*Ownership interest is defined as having ownership of at least some of the farm business assets. Potential owners include individuals, partners, corporate shareholders, and members of a Limited Liability Company. Potential owners DO NOT INCLUDE landlords, contractors, and lenders.*)

YES - [Enter code 1] NO - [Enter code 3]

CODE
1249

2. In 2013, how many owners of this operation were there? (**Exclude** landlords, contractors, and lending institutions holding farm debt. **Include** yourself if you have an ownership interest.)

NUMBER
1246

a. What percent of the ownership interest did you (the operator) and your household hold? (**Exclude** relatives not living in your household.)

PERCENT
1248

3. In 2013, what was this operation's legal status for tax purposes?

- 1 Family or Individual operation? (**Exclude** partnerships and corporations.)
- 2 A legal partnership operation? (**Include** family partnerships.)
- 3 C - Corporation?
- 4 S - Corporation?
- 5 Other? (**Include** estates, trusts, cooperatives, grazing associations, etc.)

CODE
1240

4. Was this operation organized as a Limited Liability Company (LLC) under State law?
 YES - [Enter code 1] NO - [Enter code 3]

1202

[ENUMERATOR NOTE: If item 3 = code 2 (operation is a partnership), continue; else go to item 7.]

PARTNERSHIP QUESTIONS

5. Is this partnership registered under State law?
 YES - [Enter code 1] NO - [Enter code 3]

CODE
1204

6. How many partners are there in this operation?

NUMBER
1232

SHARE OF NET FARM INCOME

7. In 2013, did any households, other than your (the principal operator's) household, share in the net farm income of this business? (*Sharing can occur by receiving a share of profits/losses or, if incorporated, receiving corporate dividends.*)

YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 8]

CODE
1225

a. How many other households shared in the net income of the farm business?

NUMBER
0976

8. Is this operation a C-Corporation or an LLC that chose to file as a C-Corporation?
 YES - [Enter code 1, then go to item 8a] NO - [Enter code 3, then go to item 8b]

CODE
1226

a. What value code represents the corporate dividends that you (the operator) and your household received from this farming operation? (*If your operation is an LLC that elected to file for tax purposes as a C-Corporation, consider this as income here.*) [See Value Code list in Respondent Booklet. Skip 8b and proceed to item 9.]

VALUE CODE
0975

b. What percent of net income (whether profit or loss) were you (the operator) and your household entitled to receive from this farming operation? (*If your operation is an LLC that elected to report income for tax purposes as a pass-through, consider this as income here.*)

PERCENT
0974

SECTION I continues on next page.

[ENUMERATOR NOTE: If the operation is NOT a family or individual operation, continue; else go to item 10.]

ACRES

9. If the operation rented or leased land from others (reported in Section A, items 2a, 2b, and 2c), how many of those rented acres are owned by your household? 0977

FARM OPERATORS

10. In 2013, how many operators (individuals) were involved in the day-to-day decisions for this operation? (**Enter** the number of operators, including the operator named on the front of this form, and family members if they are also operators. **Exclude** family members unless they make day-to-day decisions for the operation. **Exclude** hired workers unless they are a hired manager.) NUMBER
1200

11. Did you (the principal operator) have a spouse for at least part of 2013?
 YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 13] CODE
1205

12. Did the principal operator's spouse make day-to-day decisions for this farm/ranch at any point during 2013? [If yes, the principal operator's spouse should be included in item 10 above.]
 YES - [Enter code 1] NO - [Enter code 3] CODE
1209

For items 13-16, please answer the following questions for up to three primary operators of this operation as of December 31, 2013. If one of the operators is the principal operator's spouse, record his/her information in operator 2.

	PRINCIPAL OPERATOR	OPERATOR 2	OPERATOR 3
13. What was the full name of the operator(s)?	NAME	NAME	NAME

	AGE	AGE	AGE
14. What was the age of the operator(s) on December 31, 2013? . . .	1242	1262	1282

	YEAR	YEAR	YEAR
15. In what year did the operator(s) begin to operate any farm operation?	1241	1261	1281

	CODE	CODE	CODE
16. What was the gender of the operator(s)? 1 Male 2 Female . . .	1243	1263	1283

17. Is the principal operator's spouse listed as OPERATOR 2 in item 13?
 YES - [Enter code 1, then go to item 18] NO - [Enter code 3, then continue with item a] . . . CODE
1203

a. If NO, and the principal operator had a spouse at any point during 2013, what was the age of the principal operator's spouse on December 31, 2013? AGE
1206

18. Were you a hired manager for this operation (meaning you received a wage, salary, or in-kind payment for making day-to-day management decisions for this operation)?
 YES - [Enter code 1] NO - [Enter code 3] CODE
0995

SECTION I continues on next page.

INTERNET USE

19. Do you use the Internet in the farm business?
 YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 19e]. CODE
1201

a. Do you have high-speed access to the Internet? YES = 1 1210

b. Has the Internet become more useful as a farm business tool (over the last two years)? . . . YES = 1 1211

- c. Do you buy (farm goods or services) or sell (farm commodities, products, or services) on-line? YES = 1 1212
- d. Exclusive of buying or selling goods and services on-line (item 17c), do you communicate with farm business associates (farm owners, farm managers, business partners, cooperative associations, other farmers, bankers, brokers, etc.) through the Internet? YES = 1 1233

[ENUMERATOR NOTE: If item 19 = code 3 (Internet not used in farm business), continue; else go to item 20.]

- e. What is your primary reason for NOT using the Internet in the farm business? CODE
1234
- 1 Not useful
2 Too expensive
3 High-speed access not available
4 Internet security concerns
5 Other reasons

20. Do you use a smart phone (Blackberry, iPhone, etc.) in your business?
 YES - [Enter code 1] NO - [Enter code 3] 1235

DISTANCE

21. About how many miles was it from your home to the nearest town or city with a population of 10,000 or more? MILES
1277

22. Where did you buy the majority of the following input items used by this operation and the principal operator's household in 2013?

Input Item	What is the distance from your farm to where you purchased the input item? MILES	Did you purchase the input item in the nearest town or city of any size? 1 Yes 3 No	If NO, ask--- What is the main reason? 1 Price of the input 2 Not available 3 Other
a. Fuel.	1278	1236	1293
b. Fertilizer.	1279	1237	1294
c. Chemicals.	1280	1238	1295
d. Machinery and Implements (<i>Include supplies and repairs.</i>).	1250	1239	1296

SECTION I continues on next page.

DIRECT SALES

23. During 2013 did you produce, raise, or grow any commodities that this operation sold or provided directly to individual consumers for human consumption, directly to retail outlets, directly to regional distributors (including food hubs, CSAs, and other local foods aggregators), or directly to institutions (such as schools and hospitals) that provide dining services to consumers? (*Include commodities reported in Section D if sold to any of the above channels. Exclude non-edible products such as Christmas trees and flowers, craft items, and processed products such as jellies, sausages, and hams.*) CODE
1244
- YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 28].

24. Were any of these products delivered under a production contract to a local retail outlet (e.g., restaurant, grocery store) and reported in Section D, items 3-4? _____

YES - [Enter code 1, then continue] NO - [Enter code 3, then continue]. 1245

25. Were any of these products delivered under a production contract to a local institution (e.g., school or hospital) and reported in Section D, items 3-4?

YES - [Enter code 1, then continue] NO - [Enter code 3, then continue]. 1247

26. Were any of these commodities reported as a marketing contract in Section D, items 1-2, or cash or open market sales in Section D, item 5?

YES - [Enter code 1, then continue] NO - [Enter code 3, then go to item 28]. 1276

27. What were the cash market, open market or marketing contract sales sold directly to these consumers or outlets? (*Exclude commodities produced under production contracts.*)

	Crop Commodities	Livestock Products and Livestock Commodities
	DOLLARS	DOLLARS
a. Sales directly to consumers at farmers markets?	1284	1285
b. Sales directly to consumers from on-farm stores, u-pick, road-side stands, or CSAs?	1286	1287
c. Sales to a local retail outlet, e.g., restaurant, grocery stores?	1288	1289
d. Sales to a regional distributor, e.g., food hubs, CSAs?	1290	1291
e. Sales to a local institutional outlet, e.g., schools, hospitals?	1292	1297

ENERGY GENERATION

28. At any time during 2013 did this operation generate energy or electricity on the farm using wind or solar technology, methane digester, etc.?

YES - [Enter code 1] NO - [Enter code 3] CODE 1298

29. Did you lease land to others who installed windmills or solar arrays?

YES - [Enter code 1] NO - [Enter code 3] 1299

SECTION I continues on next page.

USE OF TIME

30. In order to estimate the returns farm households receive for their labor correctly, we need to obtain time allocations. We know there are 168 total hours in a week (7 days with 24 hours in a day) that you allocate to various activities.

On average, for each of the three month periods DURING 2013, about how many hours per week did---	1 Jan-Mar HOURS/WEEK	2 April-June HOURS/WEEK	3 July-Sept HOURS/WEEK	4 Oct-Dec HOURS/WEEK
a. you (<i>the principal operator</i>) --				
(i) work for this farm/ranch without paying yourself a wage or salary?	0480	0481	0482	0483
(ii) work for this farm/ranch for a wage or salary?	0484	0485	0486	0487
(iii) operate another business other than this farm/ranch? (<i>Include operating another farm/ranch. Exclude commuting time.</i>)	1091	1092	1093	1094
(iv) work at other employment off this farm/ranch? (<i>Exclude commuting time.</i>)	0488	0489	0490	0491

(v) spend otherwise?	0492	0493	0494	0495
TOTAL	168	168	168	168

b. your spouse (*the principal operator's*) --

(i) work for this farm/ranch, without being paid a wage or salary?	0580	0581	0582	0583
(ii) work for this farm/ranch for a wage or salary?	0584	0585	0586	0587
(iii) operate another business other than this farm/ranch? (<i>Include operating another farm/ranch. Exclude commuting time.</i>)	1095	1096	1097	1098
(iv) work at other employment off this farm/ranch? (<i>Exclude commuting time.</i>)	0588	0589	0590	0591
(v) spend otherwise?	0592	0593	0594	0595
TOTAL	168	168	168	168

31. On average, for each of the three-month periods during 2013, about how many hours per week (*work and management time*) did ---

	1 Jan-Mar HOURS/WEEK	2 April-June HOURS/WEEK	3 July-Sept HOURS/WEEK	4 Oct-Dec HOURS/WEEK
a. other operators (<i>excluding the principal operator and principal operator's spouse</i>) work for this farm/ranch without receiving a wage or salary?	1061	1062	1063	1064
b. other operators (<i>excluding the principal operator and principal operator's spouse</i>) work for this farm/ranch for a wage or salary?	1065	1066	1067	1068

(Example: If the operation had 4 other salaried operators who averaged 40 paid hours per week during Jan-Mar, report 160 for column 1 of 31b.)

32. For the other workers on this operation (excluding the principal operator, the principle operator's spouse, other operators, custom hire, and contract labor), on average, for each of the three-month periods during 2013, about how many hours per week (*work and management time*) did ---

	1 Jan-Mar HOURS/WEEK	2 April-June HOURS/WEEK	3 July-Sept HOURS/WEEK	4 Oct-Dec HOURS/WEEK
a. unpaid workers (<i>such as non-operator partners, family members, etc.</i>) work for this farm/ranch?	0840	0841	0842	0843
b. paid workers work for this farm/ranch? (<i>Exclude custom hire and contract labor.</i>)	0859	0860	0861	0862

(Example: If the operation had 4 paid workers who averaged 40 hours per week during Jan-Mar, report 160 for column 1 of question 32b.)

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SECTION J FARM HOUSEHOLD

[ENUMERATOR NOTE: If the principal operator has a spouse (SECTION I, item 11), please answer for both the principal operator and his/her spouse.]

1. Are the principal operator and/or principal operator's spouse of Spanish, Hispanic, or Latino origin or background, such as Mexican, Cuban, or Puerto Rican, regardless of race?

YES - [Enter code 1]

NO - [Enter code 3]

OPERATOR	SPOUSE
1219	1220

ENTER CODE 1 FOR ALL THAT APPLY

2. Which of these do you and/or your spouse (the principal operator and/or principal operator's spouse) consider yourself? Are you--

- American Indian or Alaska Native? (Specify tribe _____) . . .
- Asian? . . .
- Black or African American? . . .
- Native Hawaiian or Other Pacific Islander? . . .
- White? . . .

OPERATOR	SPOUSE
1213	1214
1215	1216
1217	1218
1221	1222
1223	1224

3. What is the highest level of formal education achieved by the principal operator and the principal operator's spouse?

- 1 Less than high school diploma
- 2 High school
- 3 Some college (Include associates degree)
- 4 4-year college graduate and beyond

OPERATOR	SPOUSE
1257	1260

4. In 2013, what was the primary occupation of the principal operator and the principal operator's spouse? . . .

- 1 Farm or ranch work
- 2 Work other than farming or ranching
- 3 Currently not in the paid workforce

OPERATOR	SPOUSE
1207	1208

5. Do you (the principal operator) now consider yourself to be retired from farming/ranching?

YES - [Enter code 1]

NO - [Enter code 3]

CODE
1259

SECTION J continues on next page.

6. How many persons lived in the principal operator's household on December 31, 2013? (Include operator, spouse, children, and others living in the operator's household.)

NUMBER
1227

7. Of the people who lived in your (*the principal operator's*) household on December 31, 2013, how many were---

	In each age category? NUMBER	Were covered by any health insurance for any part of year? NUMBER
a. younger than 6 years old? +	1228	1126
b. from 6 through 17 years old? +	1229	1127
c. from 18 through 64 years old? +	1230	1128
d. 65 years or older? +	1231	1129
e. Total persons in household (<i>should equal number reported in item 6</i>). . . =		

8. In 2013, how many of these persons had health insurance that was provided through---	Household Members Under 65 Years of Age	Household Members 65 Years and Over
a. an employer (or former employer) from the operator's off-farm work?	1264	1271
b. an employer (or former employer) from the spouse's off-farm work?	1265	1272
c. other employer or group sponsored policies (e.g., purchased through a cooperative, union, or farm organization)?	1266	1273
d. this farming operation?	1269	1270
e. direct purchase private policy (fully purchased by or for the household)?	1267	1274
f. Medicare, Medicaid, or other public insurance?	1268	1275

[ENUMERATOR NOTE: If SECTION I, item 1 = 3 (50% or less interest held by operator and relatives), go to CONCLUSION; else continue.]

[ENUMERATOR NOTE: If the principal operator and/or the principal operator's spouse worked off the farm and reported hours of non-farm work in Section I, items 30a(iii), 30a(iv), 30b(iii), or 30b(iv), ask; otherwise go to item 10.]

	OPERATOR	SPOUSE
	MILES	MILES
9. How many miles is it one way from your home to your and/or your spouse's off-farm job? (<i>Enter zero for home based jobs such as truck driver, salesperson, enumerator, etc.</i>)	0941	0942

10. Which **value code** from the list below represents the total income the household, the principal operator, and spouse received in 2013 from--- (*Exclude farm income reported earlier.*)

SOURCE	TOTAL HOUSEHOLD INCOME	OPERATOR INCOME	SPOUSE INCOME
	VALUE CODE	VALUE CODE	VALUE CODE
a. all off-farm wages, salaries, and tips before taxes and withholdings?	0952	0950	0951
(i) Which business code (<i>from list in respondent booklet</i>) represents the type of off-farm business you and/or your spouse worked at?		1070	1071
(ii) Which occupational code (<i>from list in respondent booklet</i>) represents the type of job you and/or your spouse had at this off-farm business?		1059	1060
b. net cash income from operating another farm or ranch (net of depreciation)? (<i>can be negative (-) if a loss was incurred</i>).	0957	0955	0956
c. net cash income from renting farmland to others, excluding land rented to others from <u>this</u> operation? (<i>can be negative (-) if a loss was incurred</i>) (<i>Include rental of farmland that is not part of this operation, which may include whole farms or ranches owned by household members as well as smaller parcels of land. Include cash or share-rental income.</i>).	0963		
d. net cash income from operating any other business (net of depreciation)? (<i>can be negative (-) if a loss was incurred</i>).	0960	0958	0959
(i) Which business code (<i>from list in respondent booklet</i>) represents the type of off-farm business you and/or your spouse operated?		1072	1073
(ii) What was the total number of employees who worked at this business? (<i>Include the operator and spouse.</i>).		1074	1075
e. interest income?	0969		
f. dividend income?	0966		
g. total proceeds from the sale of farm and non-farm capital assets? (<i>Include operator household's share only.</i>).	0978		
(i) recognized gain/loss on the sale of capital assets reported above? (<i>item 10g</i>) (<i>can be negative (-) if capital losses were incurred</i>).	0981		
h. income from private pensions and private disability payments?	0939		
i. income from public sources? (<i>Include Social Security, military and other public retirement, veteran's benefits, public disability, unemployment, or other public assistance.</i>).	0998		
j. other off-farm sources of income?	0993		

Dollar Range	Value Code	Dollar Range	Value Code	Dollar Range	Value Code	Dollar Range	Value Code
None.	01	\$10,000 – 14,999.	10	\$80,000 – 99,999.	19	\$1,000,000 – 1,499,999.	28
\$1 - 499.	02	\$15,000 – 19,999.	11	\$100,000 – 124,999.	20	\$1,500,000 – 1,999,999.	29
\$500 – 999.	03	\$20,000 – 24,999.	12	\$125,000 – 149,999.	21	\$2,000,000 – 2,999,999.	30
\$1,000 – 1,999.	04	\$25,000 – 29,999.	13	\$150,000 – 199,999.	22	\$3,000,000 – 4,999,999.	31
\$2,000 – 2,999.	05	\$30,000 – 34,999.	14	\$200,000 – 274,999.	23	\$5,000,000 – 7,499,999.	32
\$3,000 – 3,999.	06	\$35,000 – 39,999.	15	\$275,000 – 349,999.	24	\$7,500,000 – 9,999,999.	33
\$4,000 – 4,999.	07	\$40,000 – 49,999.	16	\$350,000 – 499,999.	25	\$10,000,000 and over.	34
\$5,000 – 7,499.	08	\$50,000 – 59,999.	17	\$500,000 – 749,999.	26		
\$7,500 – 9,999.	09	\$60,000 – 79,999.	18	\$750,000 – 999,999.	27		

[Show **VALUE CODES** in Respondent Booklet.]

11. Which value code represents how much this household spent in 2013 on---

VALUE CODE

a. food, including food away from home?	1105
b. rent payments for principal operator's dwelling, if not owned by the household (<i>item 12c, below</i>) or farm business (<i>SECTION G, item 1a has a zero value</i>)?	1104
c. utilities and household supplies?	1106
d. non-farm transportation:	
(i) renting or leasing of vehicles for household use, public transportation expenses, etc.?	1107
(ii) fuel, maintenance and repairs, vehicle insurance, parking and license fees for non-farm share of vehicles?	1119
e. health and medical expenses:	
(i) health and/or dental insurance costs? (<i>costs not covered by the farm operation or an off-farm employer</i>)	1108
(ii) out of pocket expenses for health and medical needs? (<i>Include co-payments, co-insurance, deductibles, etc.</i>)	1112
f. contributions to personal insurance (<i>including life, disability, and liability insurance but not including health, homeowner or vehicle insurance</i>) and retirement plans including pensions and Social Security? ..	1109
g. contributions to individuals outside of the household, including alimony, child support, gifts (<i>not including bequests</i>) and charitable contributions?	1110
h. mortgage interest for operators who live in a dwelling owned by the household and not the operation? (<i>Exclude any parts of mortgage principal.</i>)	1120
i. property taxes for operators who live in a dwelling owned by the household and not the operation? (<i>Exclude any parts of mortgage principal.</i>)--	1121
j. all other family living expenses, such as non-farm household insurance payments, clothing and personal care products and services; house furnishings and equipment, education and child (<i>or adult</i>) care, entertainment (<i>hobbies, recreation, and vacations</i>)?	1118

[Show **VALUE CODES** in Respondent Booklet.]

12. Which value code represents the total value of each of the following categories of off-farm assets owned by the operator and members of the operator's household on December 31, 2013, for--- (*Exclude assets of this operation, reported in SECTION G.*)

VALUE CODE

a. financial assets held in non-retirement accounts? (<i>Include cash, checking, savings, money market accounts, certificates of deposit, savings bonds, government securities, outstanding personal loans due to the operator or household, corporate stock, mutual funds, cash surrender value of life insurance, other financial assets. Exclude all farm business-related assets.</i>)	0953
b. retirement accounts? (<i>401k, 403b, IRA, Keogh, other retirement accounts</i>)	0954
c. operator's dwelling, if not owned by the operation? (<i>not reported in Section G, item 1a</i>)	0984
d. real estate and other personal (<i>second</i>) homes? (<i>other farms, residential rental, commercial, and other real estate</i>)	0985
e. business not part of this farm?	0986
f. all household vehicles? (<i>including household share of vehicles partly owned by the operation</i>)	0982
g. other assets not reported elsewhere?	0987

[Show VALUE CODES in Respondent Booklet.]

13. Which value code represents the total value of each of the following categories of off-farm debt (*debt not associated with this operation*) owed by the operator and members of the operator's household on December 31, 2013, for---
(Include off-farm debt secured with farm assets. Exclude any debt – household debt, credit cards, etc. – reported in SECTION H, Farm Debt.)

[ENUMERATOR NOTE: If mortgage debt on the operator dwelling was reported earlier in SECTION H, item 8, then skip item 13a and continue with 13b. If mortgage debt on the operator dwelling was NOT reported in SECTION H, item 8, then continue with item 13a.]

		VALUE CODE
a.	mortgages on operator's dwelling, if not owned by the operation? (<i>Include home mortgages, home equity loans, and lines of credit secured by the operator's dwelling.</i>)	0988
b.	mortgages on other real estate and other personal (<i>second</i>) homes? (<i>Include mortgages, equity loans, and lines of credit secured by other real estate, including other farms, residential rental, commercial, and other real estate.</i>)	0989
c.	loans on businesses that are not a part of this farm operation?	1101
d.	personal loans? (<i>Include credit cards, auto loans, unpaid taxes, medical bills, any other debts/liabilities not reported elsewhere.</i>)	1102
e.	all other off-farm debt owed by the operator or household?	0983
14. Which value code represents the amount of off-farm debt owed by the operator or household members that was secured by farm assets?		1117
[ENUMERATOR NOTE: Items 15 - 17 refer to Income and Expense items for 2012.]		
15. Which value code represents the total farm sales in the previous year (2012)? <i>(Total farm sales includes livestock and crop income from cash and marketing contract sales, fees received from livestock and crop production contracts, the net change in CCC loans, and government payments.)</i>		VALUE CODE 1113
16. Which value code represents the net operating income for this operation in the previous year (2012)? <i>(cash income from all farm sources minus production costs and depreciation; if negative net operating income, indicate a minus sign before the value code)</i>		1114
17. Which value code represents the total off-farm income in the previous year (2012)? <i>(wages, salaries, tips, interest, dividends, other public sources, etc. before taxes, income from operating another farm, income from operating any other business; if negative off-farm income, indicate a minus sign before the value code)</i>		1115
		OFFICE USE ONLY 2002

CONCLUSION

1. To receive the complete results of this survey on the release date, go to www.usda.gov/results/.

Would you rather have a brief summary mailed to you at a later date?

YES - [Enter code 1] NO - [Enter code 3].

CODE

0099

MILITARY TIME

0005

2. ENDING TIME [MILITARY].

OFFICE USE
TIME IN HOURS

0008

Reported by: _____ Telephone (____) _____

OFFICE USE

0093

OFFICE USE

0092

Response		Respondent		Mode		Enum	Eval	Duplication Adjustor	Date MM DD YY	Optional
1-Comp	9901	1-Op/Mgr	9902	2-Tel	9903	0098	0100	0922	9910	0003
2-R		2-Sp		3-Face-to -Face					12	
3-Inac		3-Acct/Bkpr							Office Use for POID	
		4-Partner							0919	
		9-Other								
S/E Name										

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0535-0218. The time required to complete this information collection is estimated to average 100 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.