

Checklist for Primary Producers

Documents and Information Required for the period:

1st July 2008 to 30th June 2009

NAME: _____

Please attach photocopies of the following documents and tick the appropriate box.

<u>DESCRIPTION</u>	<u>ATTACHED</u>	<u>N/A</u>
• Computerised Records – Agrimaster/Phoenix	<input type="checkbox"/>	<input type="checkbox"/>
• Bank Statements for June 2009	<input type="checkbox"/>	<input type="checkbox"/>
• Livestock numbers	<input type="checkbox"/>	<input type="checkbox"/>

	Sheep	Cattle	Other (Specify)
On hand 1 July 2008			
Purchases			
Natural Increase			
TOTAL (1)			

Sales			
Rations			
Deaths/missing			
On hand 30 June 2009			
TOTAL (2)			

NOTE: Total (1) must equal Total (2).
 2007/08 financial statements show the numbers on hand at 1/7/08 (30/6/08).
 Estimate where actual numbers not known.

• Log-in Details for	User ID	Password	<input type="checkbox"/>	<input type="checkbox"/>
- LoadNet (Agracorp/Grainpool)		
- Graincorp		
- AWB		

• Other grain proceeds	<input type="checkbox"/>	<input type="checkbox"/>
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If you received grain proceeds from other than the above (eg ABB, Emerald), please provide loan statements and/or tax invoices

• Harvest Loan Statements	<input type="checkbox"/>	<input type="checkbox"/>
• Recipient Created Tax Invoices - Grain	<input type="checkbox"/>	<input type="checkbox"/>
• Grain on hand held for sale/warehoused wheat Tonnes held _____	<input type="checkbox"/>	<input type="checkbox"/>

- **Wool on hand**
Kilograms held at 30 June 2008 _____
Total kilograms shorn during year _____

- **Farm Management Deposits**
Please supply details of any withdrawals or deposits since 1 July 2008

- **Purchase of Plant**
Please supply copies of all purchase agreements including trade-ins
since 1 July 2008

- **Sale of Plant**
Please supply copies of all sale agreements since 1 July 2008

- **New Hire Purchase/Lease Agreements**
Please supply copies of any new finance contracts since 1 July 2008

- **Sale and Purchase of Shares**
Please supply copies of share purchase and sale contracts since 1 July 2008