

RECORD KEEPING

FOR SUCCESSFUL VALUE-ADDED ENTERPRISES

Educational workshop to teach farmers how to keep financial records for direct marketing, food processing and agritourism enterprises.

What to Expect

Participants will use Quicken recordkeeping software to learn about:

- Setting up categories and tags
- Writing checks
- Recording deposits
- Creating reports

Computers will be provided to teach participants how to enter checks and deposits for an "example farm." A workshop manual for home reference will be provided. Participants should be familiar with keyboarding and using a computer mouse before attending the workshop.

Dates & Locations

April 25, 2017	Knoxville, TN
April 26, 2017	Cookeville, TN
April 27, 2017	Jackson, TN
June 13, 2017	Winchester, TN
June 14, 2017	Nashville, TN
June 15, 2017	Martin, TN

Register Today

Check-in and networking will begin at 9 am local time. Sessions will begin at 9:30 am and end at 3:30 pm.

Registration is required no later than five business days prior to each workshop.

Space is limited to 15 participants per workshop.

Registration fee = \$20 per person. Lunch is provided.

Register online now at tiny.utk.edu/farmrecords17.

For more information visit ag.tennessee.edu/cpa.

This workshop fulfills a TAEP educational requirement in ONLY the following Producer Diversification sectors: Agritourism, Fruits & Vegetables and Value-Added. For additional information regarding educational programs for TAEP requirements, please contact Clay Dunivan at the Tennessee Department of Agriculture, 615-837-5348.

Questions? Contact Hal Pepper at 931-486-2777 or email hal.pepper@utk.edu.