

# Electronic Service Certificate's



There are a couple of occasions when you will use this option on the Grassroots online registry:

1. When you hire out a ram and need to complete a Service Certificate to inform the society which ewes he served and...
2. When you put the ewes in with the rams at the beginning of the mating season.

Both of these can be completed using paper forms. The first is found on the publications page and is form SSBA08 <https://www.shropshire-sheep.co.uk/memers-page/publications-and-forms/>

The second is the Census form sent out to you in October each year. You do not need to wait for this form to complete it online, you can complete it as soon as you put the rams in. Just remember to tick the box on the membership renewal form that says you have completed the details on line.

## How to complete the details on-line

From the “my animals” screen click on the 4 lines top right of the screen

Reg No.	Animal Name	EID Tag	Soc. Tag	Gender	Owner	Breeder	Status	R Status	Date
F10787	Homperpe		018FN11	F	PN	PN	Alive	Registered	14 Mar 2011
F14037	Homperpe		073FN14	F	PN	PN	Alive	Registered	22 Jan 2014
F14039	Homperpe		070FN14	F	PN	PN	Alive	Registered	08 Feb 2014
FC00337	Homperpe		027FN11	F	PN	PN	Alive	Registered	15 Jan 2011
F09910	Homperpe		007FN10	F	PN	PN	Alive	Registered	28 Dec 2009
F11475	Homperpe		33FN12	F	PN	PN	Alive	Registered	11 Jan 2012
F09927	Homperpe		003FN10	F	PN	PN	Alive	Registered	10 Jan 2010
F10784	Homperpe		014FN11	F	PN	PN	Alive	Registered	15 Jan 2011
F12558	Homperpe		005FN13	F	PN	PN	Alive	Registered	01 Jan 2013
F14035	Homperpe		071FN14	F	PN	PN	Alive	Registered	02 Jan 2014
F12520	Homperpe		002FN13	F	PN	PN	Alive	Registered	09 Jan 2013
F14034	Homperpe		007FN14	F	PN	PN	Alive	Registered	05 Jan 2014
F10786	Homperpe		022FN11	F	PN	PN	Alive	Registered	26 Jan 2011
FB00310	Homperpe		154FN09	F	PN	PN	Alive	Registered	27 Jan 2009
FC14818	Homperpe	UK061151000108	108FN15	F	PN	PN	Alive	Registered	23 Jan 2015
F14908	Homperpe	UK06115100112	112FN15	F	PN	PN	Alive	Registered	03 Jan 2015
BN22184	Homperpe	UK06115100096	366FN21	M	PN	PN	Alive	Notified	13 Jan 2021
BN22187	Homperpe	UK06115100099	369FN21	M	PN	PN	Alive	Notified	01 Jan 2021
BN22200	Homperpe	UK06115100062	362FN21	M	PN	PN	Alive	Notified	02 Jan 2021
BN22232	Homperpe	UK06115100083	363FN21	M	PN	PN	Alive	Notified	10 Mar 2021
BN22223	Homperpe	UK06115100086	366FN21	M	PN	PN	Alive	Notified	10 Mar 2021
F15477	Homperpe 110FN15		110FN15	F	PN	PN	Alive	Registered	05 Jan 2015
F15480	Homperpe 110FN15		110FN15	F	PN	PN	Alive	Registered	07 Jan 2015
F14677	Homperpe 128FN15		128FN15	F	PN	PN	Alive	Registered	01 Jul 2015
F17965	Homperpe 130FN16		130FN16	F	PN	PN	Alive	Registered	01 Jan 2016
F17964	Homperpe 130FN16		130FN16	F	PN	PN	Alive	Registered	01 Jan 2016
F17996	Homperpe 140FN16		140FN16	F	PN	PN	Alive	Registered	06 Jan 2016
F19968	Homperpe 107FN17		107FN17	F	PN	PN	Alive	Registered	20 Jan 2017
F21053	Homperpe 224FN18		224FN18	F	PN	PN	Alive	Registered	03 Jan 2018

You will be presented with the “Manage My Animals” dropdown box, Select the “Service Certificate” (Coloured Red in picture below)

Reg No.	Animal Name	EID Tag	Soc. Tag	Gender	Owner	Breeder	Status	R Status	Date
F10787	Homperpe		018FN11	F	PN	PN	Alive	Registered	14 Mar 2011
F14037	Homperpe		073FN14	F	PN	PN	Alive	Registered	22 Jan 2014
F14039	Homperpe		070FN14	F	PN	PN	Alive	Registered	08 Feb 2014
FC00337	Homperpe		027FN11	F	PN	PN	Alive	Registered	15 Jan 2011
F09910	Homperpe		007FN10	F	PN	PN	Alive	Registered	28 Dec 2009
F11475	Homperpe		33FN12	F	PN	PN	Alive	Registered	11 Jan 2012
F09927	Homperpe		003FN10	F	PN	PN	Alive	Registered	10 Jan 2010
F10784	Homperpe		014FN11	F	PN	PN	Alive	Registered	15 Jan 2011
F12558	Homperpe		005FN13	F	PN	PN	Alive	Registered	01 Jan 2013
F14035	Homperpe		071FN14	F	PN	PN	Alive	Registered	02 Jan 2014
F12520	Homperpe		002FN13	F	PN	PN	Alive	Registered	09 Jan 2013
F14034	Homperpe		007FN14	F	PN	PN	Alive	Registered	05 Jan 2014
F10786	Homperpe		022FN11	F	PN	PN	Alive	Registered	26 Jan 2011
FB00310	Homperpe		154FN09	F	PN	PN	Alive	Registered	27 Jan 2009
FC14818	Homperpe	UK061151000108	108FN15	F	PN	PN	Alive	Registered	23 Jan 2015
F14908	Homperpe	UK06115100112	112FN15	F	PN	PN	Alive	Registered	03 Jan 2015
BN22184	Homperpe	UK06115100096	366FN21	M	PN	PN	Alive	Notified	13 Jan 2021
BN22187	Homperpe	UK06115100099	369FN21	M	PN	PN	Alive	Notified	01 Jan 2021
BN22200	Homperpe	UK06115100062	362FN21	M	PN	PN	Alive	Notified	02 Jan 2021
BN22232	Homperpe	UK06115100083	363FN21	M	PN	PN	Alive	Notified	10 Mar 2021
BN22223	Homperpe	UK06115100086	366FN21	M	PN	PN	Alive	Notified	10 Mar 2021
F15477	Homperpe 110FN15		110FN15	F	PN	PN	Alive	Registered	05 Jan 2015
F15480	Homperpe 110FN15		110FN15	F	PN	PN	Alive	Registered	07 Jan 2015
F14677	Homperpe 128FN15		128FN15	F	PN	PN	Alive	Registered	01 Jul 2015
F17965	Homperpe 130FN16		130FN16	F	PN	PN	Alive	Registered	01 Jan 2016
F17964	Homperpe 130FN16		130FN16	F	PN	PN	Alive	Registered	01 Jan 2016
F17996	Homperpe 140FN16		140FN16	F	PN	PN	Alive	Registered	06 Jan 2016
F19968	Homperpe 107FN17		107FN17	F	PN	PN	Alive	Registered	20 Jan 2017
F21053	Homperpe 224FN18		224FN18	F	PN	PN	Alive	Registered	03 Jan 2018

The “Service Certificate” Screen is displayed.

Click on the “My Males” button

Shropshire Sheep  
Manage My Animals - Service Certificates

My Males

For a single service date, just enter a date in the 'from box'

Service From:

Service To:

Find Owner of Female(s):  
Part of Name / Address:

OR  
Member No.:

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Search

The list of the registered males that you own is displayed. Select the male you want. If the male you want to select is only Birth Notified, he will need to be registered before you can select. If you do not own the male, the owner will have to complete this form for you. If you have recently purchased a male, and he does not appear, please contact the old owner and ensure they have transferred him into your ownership then try again.

My Males

Showing 1 to 3 of 3 entries

Reg No.	Animal Name	BVD Tag	Soc. Tag	Owner	Status	Date
2950	Hornpipe Sedfire	UK0161153100194	194PN17	FN	Alive	03 Feb 2017
3490	Morley Raku	UK016820300462	462KD20	FN	Alive	15 Mar 2020
3319	Roydon Renegade	UK016552400479	479MY19	FN	Alive	02 Jan 2019

Search:

The Ram then appears next to “My Males”

Shropshire Sheep  
Manage My Animals - Service Certificates

Sire: My Males

UK016820300462 - Morley Raku (3490)

For a single service date, just enter a date in the 'from box'

Service From:

Service To:

Find Owner of Female(s):  
Part of Name / Address:

OR  
Member No.:

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Search

Next you need to complete the dates;

If you have already taken the male out of the females or filling in the certificate for a hired ram complete both dates. If the males are still with the females just fill the first date in.

Then, either put your letters in the Member No. box or if, completing for a hired ram put the letters of the owner of the females in the member No. box or part of the name and hit search.

Shropshire Sheep  
Manage My Animals - Service Certificates

Site: **My Male** UK0168203/00462 - Monkey Raku (3490)

For a single service date, just enter a date in the 'from box'

Service From: 01/08/2021  
Service To: 01/08/2021

Find Owner of Female(s):  
Part of Name / Address:

OR  
Member No.:

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Search

Shropshire Sheep  
Manage My Animals - Service Certificates

Site: **My Male** UK0168203/00462 - Monkey Raku (3490)

For a single service date, just enter a date in the 'from box'

Service From: 01/08/2021  
Service To: 01/08/2021

Find Owner of Female(s):  
Part of Name / Address:

Member No.:

Site is compulsory

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Search

If you have put a part of the name a list of possible breeders appears;

Shropshire Sheep  
Manage My Animals - Service Certificates

Site: UK0168203/00462 - Monkey Raku (3490)

Service From: 01 Aug 2021  
Service To: 01 Aug 2021

Select the Female Owner

Member No.	Name	Profile
80L	Mrs G. Llewellyn	Harvest
80Y	Mrs G. Harvey	Rippon
ALL	Julia Lewis & Harvey Gibbards	Auchterhan

If you have put in the Membership Number that breeder is listed.

Shropshire Sheep  
Manage My Animals - Service Certificates

Site: UK0168203/00462 - Monkey Raku (3490)

Service From: 01 Aug 2021  
Service To: 01 Aug 2021

Select the Female Owner

Member No.	Name	Profile
77x	Mr & Mrs P. J. Schofield	Hornpipe

Click on the breeder whose animals you are interested in and a list of their registered females appears. Again as with the males only registered females appear, birth notified females will have to be registered and new sheep transferred into your ownership.

Shropshire Sheep  
Manage My Animals - Service Certificates

Site: UK016820300462 - Morley Raku (3490)

Service From: 01 Aug 2021  
Service To: 01 Aug 2021

Females Owned By: Mr & Mrs P J Schofield (FN)

Showing 1 to 36 of 36 entries

Tick	Reg. No	Name	RID Tag	Sec. Tag	Date of Birth
<input checked="" type="checkbox"/>	F24413	Hompage 372FN21	UK01611100372	372FN21	10 Jan 2021
<input checked="" type="checkbox"/>	F24412	Hompage 367FN21	UK01611100367	367FN21	07 Jan 2021
<input checked="" type="checkbox"/>	F24411	Hompage 357FN21	UK01611100357	357FN21	01 Jan 2021
<input checked="" type="checkbox"/>	F23882	Hompage 345FN20	UK01611100345	345FN20	23 Feb 2020
<input checked="" type="checkbox"/>	F23886	Hompage 343FN20	UK01611100343	343FN20	10 Feb 2020
<input checked="" type="checkbox"/>	F23329	Hompage 327FN20	UK01611100327	327FN20	13 Jan 2020
<input type="checkbox"/>	F23887	Hompage 318FN20	UK01611100318	318FN20	12 Jan 2020
<input type="checkbox"/>	F23328	Hompage 311FN20	UK01611100311	311FN20	30 Dec 2019
<input checked="" type="checkbox"/>	F22881	Hompage 299FN19	UK01611100291	299FN19	07 Jan 2019
<input type="checkbox"/>	F21018	Hompage 250FN18	UK01611100250	250FN18	19 Mar 2018
<input type="checkbox"/>	F21013	Hompage 224FN18	UK01611100224	224FN18	03 Jan 2018
<input checked="" type="checkbox"/>	F19866	Hompage 197FN17	UK01611100197	197FN17	20 Jan 2017
<input type="checkbox"/>	F17966	Hompage 140FN16	UK01611100140	140FN16	08 Jan 2016
<input checked="" type="checkbox"/>	F16787	Hompage 128FN15	UK01611100128	128FN15	01 Jul 2015
<input type="checkbox"/>	F15480	Hompage 119FN15	UK01611100119	119FN15	07 Jan 2015
<input type="checkbox"/>	F15477	Hompage 118FN15	UK01611100118	118FN15	05 Jan 2015
<input type="checkbox"/>	F14908	Hompage	UK01611100112	112FN15	03 Jan 2015

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Continue

Using the tick box on the left select all the sheep that have been running with the selected male. When happy with the selections select the “Continue” button.

Shropshire Sheep  
Manage My Animals - Service Certificates

Site: UK016820300462 - Morley Raku (3490)

Service From: 01 Aug 2021  
Service To: 01 Aug 2021

Females Owned By: Mr & Mrs P J Schofield (FN)

If this list is not correct, please click the back button.

Reg. No	Name	RID Tag	Sec. Tag
F08796	Threewoor	115C009	
F10787	Hompage	018FN11	
F14037	Hompage	073FN14	
F14039	Hompage	076FN14	
FC0037	Hompage	027FN11	
BB010	Hompage	007FN10	
F21475	Hompage	139FN12	
F09307	Hompage	003FN10	
F10784	Hompage	014FN11	
F12018	Hompage	050FN13	
F14035	Hompage	071FN14	
F12020	Hompage	052FN13	
F14024	Hompage	067FN14	
F10785	Hompage	012FN11	
FBD010	Hompage	154FN09	
F12033	Wedsyke	73NA11	
F14908	Hompage	UK01611100112	112FN15
F15477	Hompage 118FN15	UK01611100116	118FN15
F15480	Hompage 119FN15	UK01611100119	119FN15
FC14918	Hompage	UK01611100108	108FN15

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Submit

The summary of the mating’s will appear, click the “print” button to print this out for your records and if required, for the owner of the females. When done hit the submit button to send to the society. If you have a valid email address on the system a copy of the certificate will be emailed to you.