



INSTRUCTIONS ON HOW TO BOOK FLOCK VISIT, AGM & DINNER

Type in your membership number, or **letters (leading zeros are important if you have them)** and your password. If you have mislaid this or would like to change the password, please email the Secretary. Finally confirm your email address and click on continue

Please do not use the Browser BACK button

Member No :

Password :

[Forgotten your password - click here ?](#)

Click on **'Manage your flock'**

Please do not use the Browser BACK button

Member Search

[Society Home Page](#) [Animal Search](#) [Manage your Flock](#) [Animals for sale / hire](#)

Member Ref : Enter any part of the member no / herd letters

Member Name : Enter any part of the name

Herd / Flock Name : Enter any part of the Herd / Flock name

Region : ▼

Address : Enter any part of the address

Members with animals Tick box to display just members with animals

A new screen will appear:-

Manage your Flock

Births	Select this option to register Births.
Deaths/Slaughter	Notify the Society of any deaths or slaughters
Transfers	Notify the Society of any transfers
Identification of Animals for Sale / Hire / AI	Notify the Society of any Animals for Sale / Hire or AI
Show Entries	Notify the Society of any Show / Sale Entries
Bookings	Here you can book/purchase anything that the Society has on offer from time to time e.g AGM Book
View / Change your contact details	Select this option to notify the Society of changes to your name, address or contact details

A list of menu options will display – choose Bookings and this will take you to

Please do not use the Browser BACK button

Bookings

No.	Description	Amount		
<input type="checkbox"/>	Annual Dinner 9 November 2019	24.00	Please provide your choices	<input type="text"/>
<input type="checkbox"/>	Calendar	6.00	Collected at AGM	<input type="text"/>
<input type="checkbox"/>	Calendar	7.00	Posted	<input type="text"/>
<input type="checkbox"/>	Flock Book Advert	20.00		
<input type="checkbox"/>	Flock Competition	5.00		
<input type="checkbox"/>	Flock Visit 9 November 2019	0.00		
<input type="checkbox"/>	History Book	6.00		
<input type="checkbox"/>	Supper at Castle Green 8 November 2019	0.00	Individuals to pay on the night	<input type="text"/>
<input type="checkbox"/>	Website Advert	5.00		

From here you can book yourself in for the Annual Dinner. Please ensure you put your choice of food here. You can order calendars, Flock Book Advert etc. When finished please press Submit to Breed Society. You then either need to make an online payment or forward a cheque to the Secretary.

If you need to change any of your personal information such as contact details, Email, GDPR option then go back to the 'Manage your Flock' Menu and chose the bottom option – 'View/Change your contact details'.