## **Gifted and Donated Animals**

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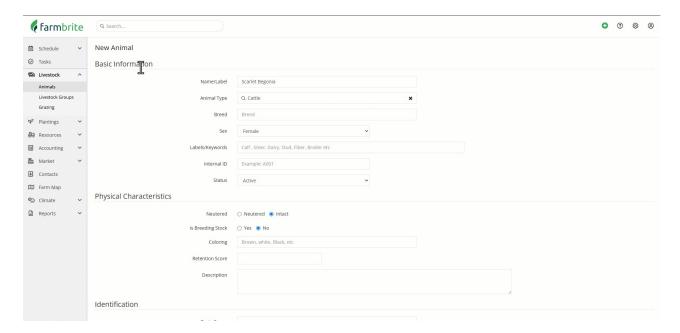
Do you operate a sanctuary, non-profit farm, or animal rescue? If you routinely get animals donated or gifted to you and want to record the gift, you'll find a selection on your livestock records for how you acquired the animal. You can mark it was donated/gifted, and then add a value and donation date. This will also be reflected on your Livestock Inventory report.

To start, you'll also see these fields when creating a new animal record. Or, of course you navigate to an animal record and edit it.

Look for the field for Method Acquired . You'll find "Gifted /Donation" as an option. After selecting that, you'll see three additional fields.

- <u>Donated Date</u> Supply the date the animal was gifted or donated to your organization.
- <u>Donated Value</u> What is the approximate value of the gifted animal?
- <u>Acquired From</u> Choose from a list of your contacts. *Need help creating contacts? Check out this article for more information.*

Be sure to save after supplying this information. Note that the three fields above are option and not required.



## **Reporting on Livestock Donations**

You'll see your donated livestock on the Livestock Inventory report, and can add the data to custom reports as well.

The Livestock Inventory report shows you the total livestock acquired or lost within a date range, and you'll see a line specific to Gifted on the report.

You can add the fields for Acquired By, Donated Value, Date Donated and Method Acquired to your custom reports as well.

