

NWCO ACTIVITY REPORT INSTRUCTIONS

- A. Job#:** Provide an Invoice or Job identification number. This number must be capable of identifying clients by name and address.
- B. Date:** Date work began: Month (01, 02...) and year i.e.: 2021
- C. Town:** Town of complaint.
- D. Species:** List all species taken or controlled including non-targets. Please use one line per species to ensure accuracy and aid in data recording.
- E. Nature of Problem:** Note nature of problem: (i.e. squirrels – in attic or adult with pups in attic; skunk - under deck or adult with kits under deck; bat- in house or colony in attic; chipmunk - burrowing, etc.)
- F. Total # Controlled:** Provide number of animals taken or controlled.

Note: If eviction or one-way door was used (i.e. bats or flying squirrels) and number of animals is unknown, do not guestimate, write unknown or leave blank. Only provide a number of animals evicted if a count was made during inspection or an accurate observation was made by the homeowner.

- G. Control Methods Used:** Indicate all methods used (i.e. cage trap, kill trap, one-way door; hand capture (net/catch pole/coffee can), bat eviction screening/cones and any animal proofing or other exclusion methods used.
- H. # Released On-site:** Provide number of animals taken (i.e. trapped or captured) that were subsequently released on-site.
- I. # Killed:** Provide the number of animals killed and or euthanized including any that died due to trap stress etc.
- J. How Killed:** Indicate the AVMA method* used to euthanize animals taken or note: kill trapped

*AVMA approved methods of euthanasia:

- Shooting
- CO2
- Lethal injection/inhalants (administered by licensed veterinarian)
- Cervical dislocation

- K. # Relocated:** Indicate the number of animals relocated and released on another property.
- L. Location Relocated:** Provide the town, street, and landowner name where animals were released. If released on state land provide area name (i.e. Natchaug State Forest) and location (street).

Revised 11/2021

nwco:nwco report instructions