

Nest Record Scheme Summary Form



Whenever you send nest record cards to the BTO please complete a copy of this summary form and include it with the cards even if there are just a few. Cards should be sent to *Nest Record Scheme, British Trust for Ornithology, The Nunnery, Thetford, Norfolk. IP24 2PU.*

Date cards received (staff use):

/ /

Your name (please add up-to-date contact details if you don't think we have them):

The name of the person (if different to above), partnership, group or organisation that should be credited as having collected the records:

The observer code written on the cards:

*Please make sure the observer code on the cards is the one allocated to the person, group etc. to whom the cards are being credited. For example use the group's observer code rather than your personal one. Also do not add more than one observer code to a nest record card. **Sending in cards for more than one person or group at once?** Then please add the appropriate single observer code to each card and then complete a summary form for each person/group separately.*

Are the cards from more than one year? Yes / No (circle or delete as appropriate)

Are the cards from more than one county? Yes / No

Are any cards stapled together (see NRS Handbook for when to do this)? Yes / No

Do any cards not feature an active nesting attempt, e.g. a record of a Barn Owl box that wasn't used? Yes / No

Number of blank cards and other materials we should send you:

How much time did you spend in the field nest recording? Please indicate below for each month in the last season whether you spent 'M' = most days, 'F' = a few days or 'O' = no days.

Mar

Apr

May

Jun

Jul

Aug

Sep

Oct

Help us to process your cards

By following the instructions below you will help us to check, log and input your nest record cards much more quickly and efficiently so we should be very grateful if you could spend a few minutes on them.

1. Please ensure that every card has a species code, county code, year and observer code, has at least one dated visit and is otherwise fully completed. Shortcuts such as only putting species on the top card result in BTO staff having to fill in blanks with a pen before the cards may be input.
2. If any cards do not feature active nesting attempts, e.g. records of empty boxes to fulfil Schedule 1 licence obligations, please bundle them separately with an elastic band.
3. Please sort the cards by year, then alphabetically by species and then alphabetically by county.
4. Please count the cards and use the section overleaf to tell us how many there are per year, species and county.
5. Please put the cards along with this summary form into a sturdy envelope and send them to *Nest Record Scheme, British Trust for Ornithology, The Nunnery, Thetford, Norfolk. IP24 2PU.*

