

How to remove deceased dogs from your “Owned Dogs” list in the ANKC Database Member Portal

Step 1. Go to www.dogsnsw.org.au

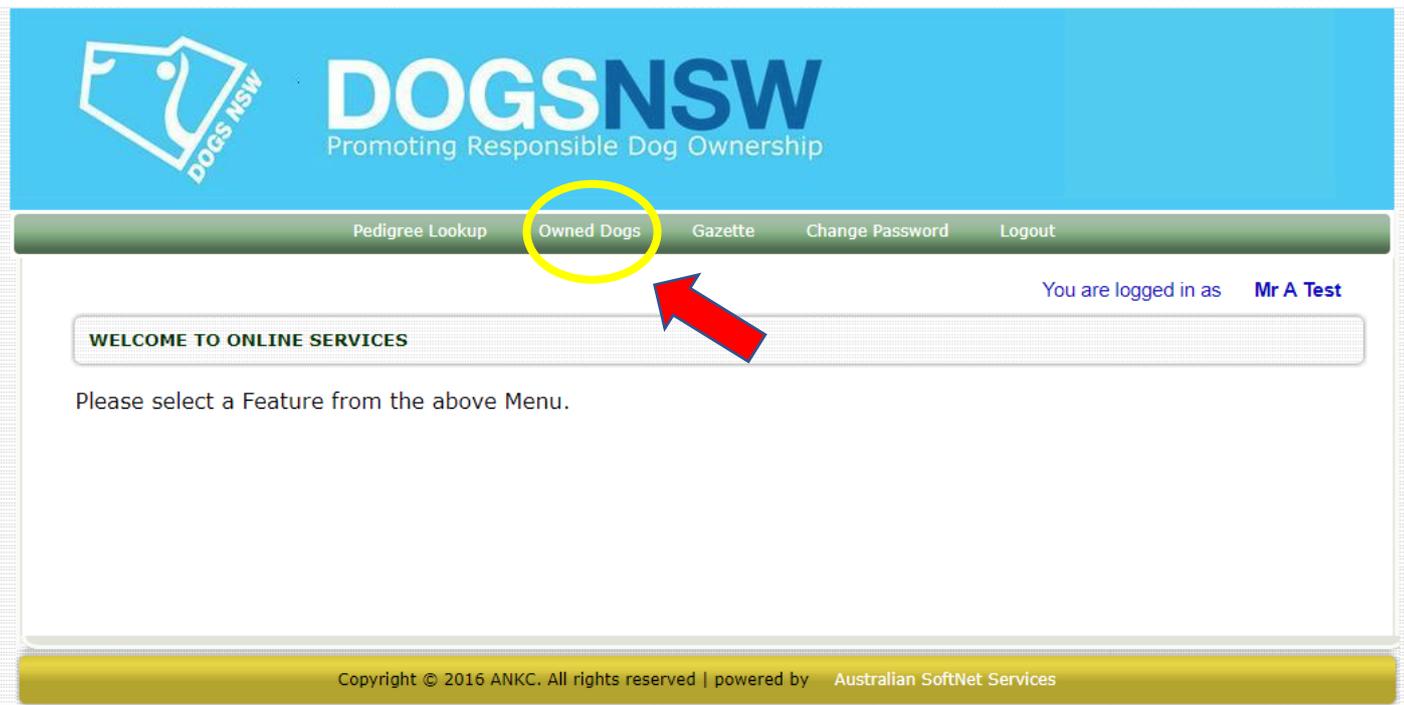
Step 2. Click on “Member Portal” on the top right of the navigation menu



Step 3. Enter your person / UMC number and password



Step 4. Select "Owned Dogs" from the menu



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Promoting Responsible Dog Ownership

Pedigree Lookup **Owned Dogs** Gazette Change Password Logout

You are logged in as **Mr A Test**

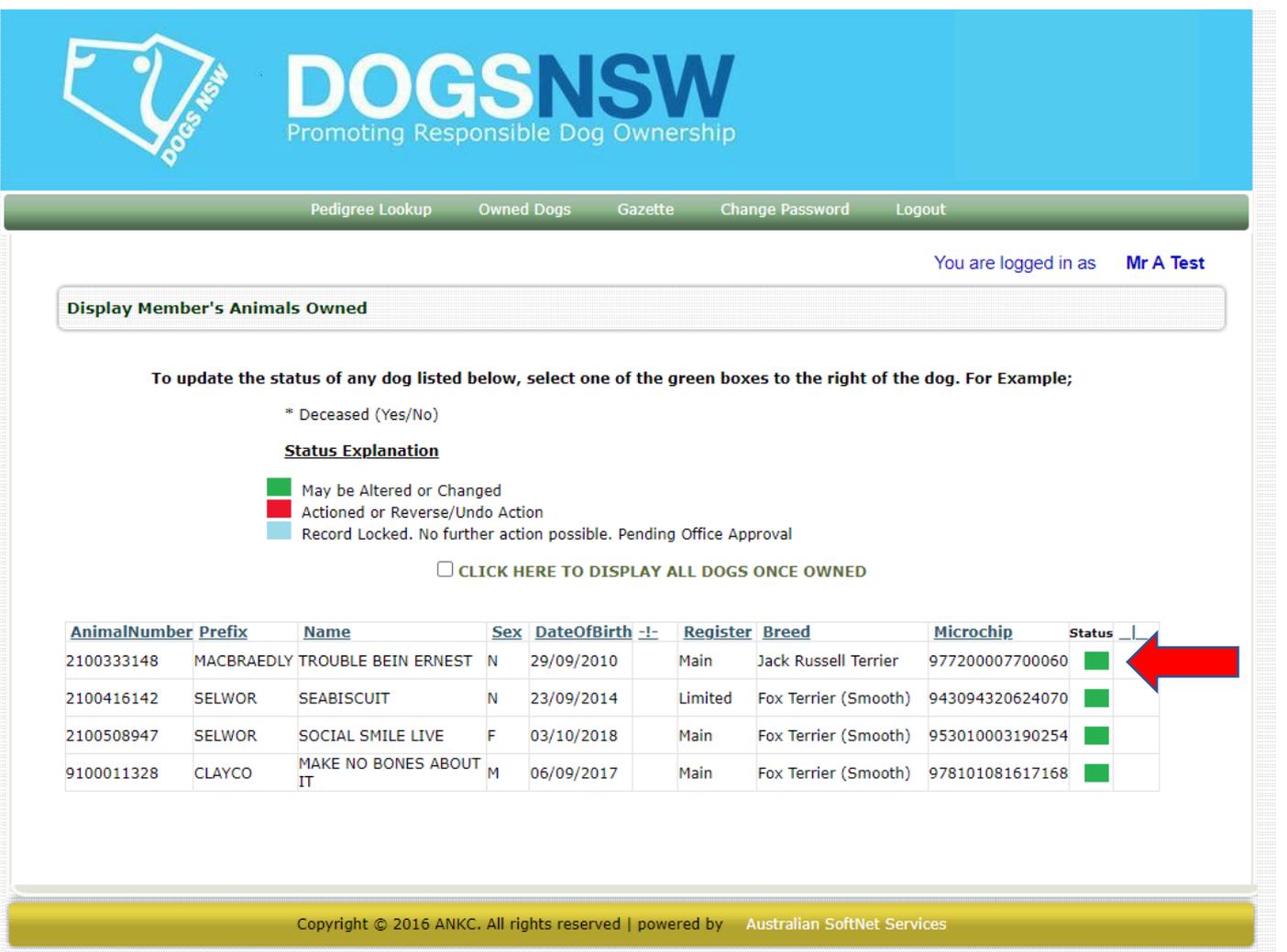
WELCOME TO ONLINE SERVICES

Please select a Feature from the above Menu.

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Step 5. A list of dogs currently registered in your name will appear with a "green" box to the far right.

Step 6. Find the dog that is deceased and click on the "green box" on the far right of the name. Once the green box is ticked, the dog will disappear from the list. You can toggle the search options at the top of each data column to sort numerically, by date or alphanumerically.



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Display Member's Animals Owned

To update the status of any dog listed below, select one of the green boxes to the right of the dog. For Example;

* Deceased (Yes/No)

Status Explanation

- May be Altered or Changed
- Actioned or Reverse/Undo Action
- Record Locked. No further action possible. Pending Office Approval

[CLICK HERE TO DISPLAY ALL DOGS ONCE OWNED](#)

AnimalNumber	Prefix	Name	Sex	DateOfBirth	Register	Breed	Microchip	Status	
2100333148	MACBRAEDLY	TROUBLE BEIN ERNEST	N	29/09/2010	Main	Jack Russell Terrier	977200007700060	<input checked="" type="checkbox"/>	
2100416142	SELWOR	SEABISCUIT	N	23/09/2014	Limited	Fox Terrier (Smooth)	943094320624070	<input checked="" type="checkbox"/>	
2100508947	SELWOR	SOCIAL SMILE LIVE	F	03/10/2018	Main	Fox Terrier (Smooth)	953010003190254	<input checked="" type="checkbox"/>	
9100011328	CLAYCO	MAKE NO BONES ABOUT IT	M	06/09/2017	Main	Fox Terrier (Smooth)	978101081617168	<input checked="" type="checkbox"/>	

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Step 7. If you have made an error and made a dog deceased and would like to reverse the status, click on the box that says **“CLICK HERE TO DISPLAY ALL DOGS ONCE OWNED”**

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2100508947	SELWOR	SOCIAL SMILE LIVE	F	03/10/2018		Main	Fox Terrier (Smooth)	953010003190254	■	
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Step 8. To reverse a dog that has been made deceased in error, click the red box on the far right of the name.

Step 9. The dog will be restored and reappear in the list.

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Display Member's Animals Owned

Animal No:2100416142 Actioned as: Deceased

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* Deceased (Yes/No)

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