Send your monthly intake and outcome data to Shelter Animals Count automatically each month!

To get started use the following instructions to

Opt-In on your Shelter Animals Count Portal

AND

Turn the API on in your Animals First Account
STEP 1: Login to Shelter Animals Count Data Portal, https://data.shelteranimalscount.org/

STEP 2: On Profile drop-down, click Organization

Welcome, Samantha Hill!

STEP 3: Click Edit Organization
STEP 4: Near the bottom of the screen, complete the 3 fields for the API and click Update.
*If this section is not completed, data will not be able to be received for your organization.

- Identify “Animals First” as software company.
- Opt-in to the API with the software company by changing to “Yes”.
- Enter your SAC Location ID. See where to find the location ID on the next page.
SAC Location ID can be found here in your organization profile

SAC Comms - Test Account

Locations

<table>
<thead>
<tr>
<th>Location Id</th>
<th>Name</th>
<th>Address</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>6456</td>
<td>Primary</td>
<td>650 Whispering Oak Dr</td>
<td>Douglas County</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Castle Rock, CO 80104</td>
<td></td>
</tr>
<tr>
<td>6525</td>
<td>Secondary</td>
<td>810 Whispering Oak Dr</td>
<td>Douglas County</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Castle Rock, CO 80104</td>
<td></td>
</tr>
</tbody>
</table>
**STEP 5: Login to Animals First Account**

**STEP 6: Navigate to Shelter Info page**

**STEP 7: Enter SAC location ID into the field**

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### AF Test Shelter

**Shelter/Rescue:** AF Test Shelter  
**Address:** 245 West 19th St  
**City:** New York  
**State:** NY  
**Country:**  
**Postal Code:** 10011

**About:**  
This is a test Shelter

**Contact:**  
**Phone:** (917) 583-9663  
**Email:** glowen@animalsfirst.com  
**Website:** https://animalsfirst.com  
**TimeZone:** America/New_York  
**Currency:** USD

**Stripe Integration:**  
✓ Your Stripe account has been connected.

**Enter your Shelter Animal Count ID**

<table>
<thead>
<tr>
<th>Shelter Animal Count (SAC) Location ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shelter Animal Count (SAC) Location ID: 1234</td>
</tr>
</tbody>
</table>
Shelter Animal Count

Your report will automatically be sent on the 6th day of every month. If you need to update a previous month, just click the button and the report will be sent to Shelter Animals Count.

<table>
<thead>
<tr>
<th>Record Year</th>
<th>Record Month</th>
<th>Species</th>
<th>Stray At Large Adult</th>
<th>Stray At Large Age Unknown</th>
<th>Stray At Large Up To 5 Months</th>
<th>Stray At Adult Owner Relinquished By Owner Age Unknown</th>
<th>Stray At Adult Owner Relinquished By Owner Age Up To 5 Months</th>
<th>Intake Owner-Intended Euthanasia Adult</th>
<th>Intake Owner-Intended Euthanasia Up To 5 Months</th>
<th>Intake Owner-Intended Euthanasia Age Unknown</th>
<th>Intake Owner-Intended Euthanasia Age Up To 5 Months</th>
<th>Transferred In From Instate Agency Adult</th>
<th>Transferred In From Out of State Agency Adult</th>
<th>Transferred In From International Agency Adult</th>
<th>Transferred In From Instate Agency To 5 Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>2022</td>
<td>8</td>
<td>canine</td>
<td>3</td>
<td>0</td>
<td>8</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
STEP 8: No longer manually upload or enter your data again!

NOTES REGARDING API:

• You **MUST** complete the instructions for updating your SAC organization profile AND turn on the API in your Animals First account for the API to correctly send data.

• Monthly data will be automatically uploaded to your data portal on the 6th of each month for the prior month (i.e. on August 6, July data will be uploaded).
  • We recommend you confirm that the data came through correctly during the first month the API is active by viewing the data in your SAC portal.

• You can resend your data to SAC using the Send SAC Report button in your Animals First account.

• You will still have access to upload a CSV or manually change data if you need to.

• You can opt-out of the API at any time.
QUESTIONS?

INFO@SHELTERANIMALSCOUNT.ORG