







General Recording Sheet

(Also available as MS Excel)



Recorder's Name: Email address: Telephone number: (Please provide at least one means of contact)			Recorder's Address (optional):	
Date Recorded	Site name/location and/or Parish	Grid reference (6 figure preferred)	Species name (Scientific binomial and/or common name)	Comments (habitat, abundance, etc. Was this a live sighting or other evidence, etc.)
e.g. 15 th Oct 2006	Sample Farm– "Joys meadow"	SO987654	Badger	Hairs caught on barbed wire fence by meadow gate
e.g. 10 th July 2007	Pond next to Example Wood	SO12345678	Lymnaea stagnalis Gt Pond Snail	1 live specimen, in pond net

Please continue overleaf.

Thank you for your records. Please return this form to: hbrc@herefordshire.gov.uk or Herefordshire Archive and Records Centre, Fir Tree Lane, Rotherwas, Hereford, HR2 6LA.

By submitting information on this form I agree that it may be collated and disseminated manually or electronically, including the Internet, for environmental decision-making, education, research and other public benefit uses in accordance with HBRC's Controlling Access to Data Policy. Names and contact details will be used in accordance with HBRC's Privacy Statement, which is available on request. Your name will form part of the record that is collated and disseminated. V.2.6 June 2021

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