

# State of Maine

## Dog Licensing Database:

### Monthly Reporting to AWP



Old form reports will not be accepted for licenses sold after July 31, 2025

Beginning in September, with the August sales report, the full Receipt Revenue Report must be submitted. Submit all pages.

Revenue Report

Print Date	Tuesday, October 22, 2024		Receipt Date From	10/1/2024 12:00:00 AM		Item	All	
			Receipt Date To	10/31/2024 11:59:00 PM		Item Group	All	
			Account Code	All		Site	All	
			Cash Drawer	TEST DRAWER		Payment Type	All	
			Refunds	Include				

Receipt#	Account	Receipt Date	Animal	Person	Payment	Subtotal	Discount	Reason	Tax	Total Due	Total
Paid Cash		Paid Check		Paid Debit		Paid Credit Card		Paid Gift Card		Paid Voucher	
Item	Code	Cash Drawer		Type	(# Units @ Price)	Staff Person	Reference			Total Paid	
Item Number		IRN		UPC#	Item Type		Item Category			Late Fee	
(# Units @ Cost)		Markup %	Tax Code 1 (\$)		Tax Code 2 (\$)		Discount %	Site			

2024 Dog License -Altered		Group % of Total Sales: 1.84%	SubTotal	Discount	Tax	Total Due / Paid	Total
<No Account Code>		Total Items: 1	\$6.00	\$0.00	\$0.00	\$0.00/\$6.00	\$6.00
<No Account Code>		Total Items: 1	\$6.00	\$0.00	\$0.00	\$0.00/\$6.00	\$6.00

Dangerous Dog Sign		Group % of Total Sales: 1.53%	SubTotal	Service/K9/S&R License	Group % of Total Sales: 0.00%	SubTotal	Discount	Tax	Total Due / Paid	Total
<No Account Code>		Total Items: 1	\$5.00	0		\$0.01	(\$0.01)	\$0.00	\$0.00/\$0.00	\$0.00
<No Account Code>		Total Items: 1	\$5.00	Total Items: 4		\$0.01	(\$0.01)	\$0.00	\$0.00	\$0.00

Dog License - Dangerous Dog		Group % of Total Sales: 30.67%	SubTotal	Transfer License		Group % of Total Sales: 0.31%	SubTotal	Discount	Tax	Total Due / Paid	Total
<No Account Code>		Total Items: 1	\$100.00	<No Account Code>		Total Items: 1	\$1.00	(\$1.00)	\$0.00	\$0.00/\$0.00	\$0.00
<No Account Code>		Total Items: 1	\$100.00	<No Account Code>		Total Items: 1	\$1.00	(\$1.00)	\$0.00	\$0.00	\$0.00

Dog License - State of Maine Dog Licensing - Altered		Group % of Total Sales: 12.88%	SubTotal								
<No Account Code>		Total Items: 7	\$42.00								
<No Account Code>		Total Items: 7	\$42.00								

Dog License - State of Maine Dog Licensing - Unaltered		Group % of Total Sales: 6.75%	SubTotal								
			\$22.00								

Total Price:		\$326.01	Total # Units Sold:		21
Total Revenue		\$336.00	Total Cost:		\$50.00
Total Discount:		(\$1.01)	Markup % Total - For All Items:		\$125.00
Total Tax:		\$0.00	Markup % Total - Only for Inventory Items:		\$0.00
Grand Total:		\$325.00	Total Cost % against Total Sales:		15.38%

Go to Reports>  
Report Website  
A new window will open

**PetPoint**  
A 24Pet Company

Search

Edit Care PPTN Licensing Finance **Reports** Admin Support

Home

#ActiveAnimals

Animal(0) Person(0) Agency(0) License(0)

>> Select Animal ID Photo Status Sta

Report Website  
Location View  
Incoming Applications  
View Unattached Animals  
Report Builder  
Document Builder  
Kennel Card Builder  
Scheduled Reports


Name Age Sex Spay/Neu... Primary C... On Hold Microchip

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A 24Pet Company

BROUGHT TO YOU BY  
**Pethealth**

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Thursday, October 17, 2024 2:13:04 PM

CLICK on FINANCE



# PetPoint Reports

[Clear Search](#)

Company	▼
Outcome	▼
Person	▼
Medical	▼
Services	▼
Schedule	▼
Finance	▼
Asilomar/Shelter Animals Count	▼
ASPCA Reports	▼

Intake	▼
Animal	▼
Agency	▼
Care	▼
Case	▼
Licensing	▼
Inventory	▼
Euthanasia	▼

CLICK on RECEIPT: REVENUE

Schedule ▼	Licensing
Finance ▲	Inventory
	Euthanasia
Receipt: Cash Balance 5.0 ⓘ	
Receipt: Cash Drawer Closing 5.0 ⓘ	
Receipt: Cash Drawer Closing Extended 5.0 ⓘ	
Receipt: Daily Cash 5.0 ⓘ	
Receipt: Discount ⓘ	
Receipt: Items ⓘ	
Receipt: Receipt Crosstab 5.0 ⓘ	
Receipt: Revenue 5.0 ⓘ	
Receipt: Revenue Extended 5.0 ⓘ	
Receipt: Tax Amount ⓘ	
Receipt: Voided ⓘ	

Enter the dates you are wishing to pull data from.  
Select your municipality's CASH DRAWER  
Group By 1= Item name , Group By 2= Account Code, Detail/Summary=Summary  
Click Submit



**Receipt: Revenue**

Show/Hide Description

General

Receipt Date From



10/1/2024 12:00 AM

Custom Date ▼

Receipt Date To

10/31/2024 11:59 PM

Custom Date ▼

Site

—All— ×

Cash Drawer

TEST DRAWER ▼

Group By 1

Item Name ▼

Group By 2

Account Code ▼

Detail/Summary

Summary ▼

Advanced

Submit

The Revenue Report will list all licenses sold by category, and will give a total per category.  
At the bottom of the page, you will see a summary.  
The Total Price was your total sales, the TOTAL COST is the amount to send AWP.

If you believe there is an error in your report, use the license crosstab or license express report to cross-check your licenses to receipts. Most errors in 2025 have been missing receipts or duplicate receipts entered.

## Revenue Report

Print Date Tuesday, October 22, 2024

Receipt Date From 10/1/2024 12:00:00 AM  
Receipt Date To 10/31/2024 11:59:00 PM  
Account Code All  
Cash Drawer TEST DRAWER  
Refunds Include  
Item All  
Item Group All  
Site All  
Payment Type All


Receipt# Account Receipt Date Animal Person Payment Subtotal Discount Reason Tax Total Due Total  
Paid Cash Paid Check Paid Debit Paid Credit Card Paid Gift Card Paid Voucher  
Item Code Cash Drawer Type (# Units @ Price) Staff Person Reference Total Paid  
Item Number IRN UPC# Item Type Item Category Late Fee  
(# Units @ Cost) Markup % Tax Code 1 (\$) Tax Code 2 (\$) Discount % Site


		SubTotal	Discount	Tax	Total Due / Paid	Total
2024 Dog License -Altered	Group % of Total Sales: 1.84%	\$6.00	\$0.00	\$0.00	\$0.00/\$6.00	\$6.00
<No Account Code>	Total Items: 1	\$6.00	\$0.00	\$0.00	\$6.00	\$6.00
Dangerous Dog Sign	Group % of Total Sales: 1.53%	\$5.00				
<No Account Code>	Total Items: 1	\$5.00				
Service/K9/S&R License	Group % of Total Sales: 0.00%	\$0.01	(\$0.01)	\$0.00	\$0.00/\$0.00	\$0.00
0	Total Items: 4	\$0.01	(\$0.01)	\$0.00	\$0.00	\$0.00
Transfer License	Group % of Total Sales: 0.31%	\$1.00	(\$1.00)	\$0.00	\$0.00/\$0.00	\$0.00
<No Account Code>	Total Items: 1	\$1.00	(\$1.00)	\$0.00	\$0.00	\$0.00
		Total Price:	\$326.01	Total # Units Sold:		21
		Total Revenue	\$336.00	Total Cost:		\$50.00
		Total Discount:	(\$1.01)	Markup % Total - For All Items:		\$125.00
		Total Tax:	\$0.00	Markup % Total - Only for Inventory Items:		\$0.00
		Grand Total:	\$325.00	Total Cost % against Total Sales:		15.38%

You can expand to see detail by clicking on the small box next to the license type.  
To make this a PDF or another format click on the floppy disc icon at the top.  
To print, use the printer icon.

1 of 1

100%





Find | Next

Document Map

ReceiptRevenue

2024 Dog License -Altered

Dangerous Dog Sign

Dog License - Dangerous Dog

Dog License - State of Maine Dog Licensing - Altered

Dog License - State of Maine Dog Licensing - Unaltered

Late Fee- Dangerous Dog

Munic Kennel Lic-Dogs 2-10

Munic. Kennel Lic2- Dogs 12-20

Service/K9/S&R License

Transfer License

Revenue Report

Print Date

Tuesday, October 22, 2024

Receipt Date From

10/1/2024 12:00:00 AM

Receipt Date To

10/31/2024 11:59:00 PM

Account Code

All

Cash Drawer

TEST DRAWER

Refunds

Include

Item

All

Item Group

All

Site

All

Payment Type

All

Receipt#	Account	Receipt Date	Animal	Person	Payment	Subtotal	Discount	Reason	Tax	Total Due	Total
Paid Cash		Paid Check		Paid Debit		Paid Credit Card		Paid Gift Card		Paid Voucher	
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(# Units @ Cost)		Markup %	Tax Code 1 (\$)		Tax Code 2 (\$)		Discount %	Site			
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	<No Account Code>				Total Items: 1	\$6.00	\$0.00		\$0.00	\$6.00	\$6.00
<div><div></div></div> Dangerous Dog Sign						SubTotal	Discount		Tax	Total Due / Paid	Total
						\$5.00	\$0.00		\$0.00	\$0.00/\$5.00	\$5.00
	<No Account Code>				Total Items: 1	\$5.00	\$0.00		\$0.00	\$5.00	\$5.00
<div><div></div></div> Dog License - Dangerous Dog						SubTotal	Discount		Tax	Total Due / Paid	Total
						\$100.00	\$0.00		\$0.00	\$0.00/\$100.00	\$100.00