



SCORE BATCH HEADER

A batch of SCORE logs should be sent monthly to CHR, together with a batch-header. A separate batch-header should accompany each monthly batch of logs.

Month of Logs		Organisation	
HA Name			
Contact Person Name			
Telephone			
Email			
Number of Logs in Batch			
Logs Checked for Errors/Uncompleted Boxes?	Yes / No		
Reasons for Uncompleted Boxes:			
Comments			

Logs to be returned monthly to:

**Nathalie Ferguson,
SCORE Office, CHR,
The Observatory,
University of St Andrews, Buchanan Gardens, St Andrews, Fife, KY16 9LZ**

Tel: 01334 467289

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E-mail: nf11@st-andrews.ac.uk

Please advise in writing any change of address/contact person for your organisation.