



## Shipping & Insurance Guide for Customers


This guide helps you withdraw animals from your inventory and optionally add shipping insurance. It's designed to help you **save on shipping costs, combine orders when possible, and make informed choices** about insurance coverage.

### Step-by-Step Process

#### 1. Start a Withdraw Request

- Log in to your account at [www.RSGinventory.com](http://www.RSGinventory.com).
- Navigate to the **Inventory** page.
- Select the animal you want to withdraw from.
- Click the **Withdraw** button.





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 croodsfamilyfarm@yopmail.com  
 Kevin Farm

- Dashboard
- Inventory**
- Transaction History
- Team Management
- Settings
- Sign Out

← Back

**Mega T Van Arkel** Animal Code: 13BBF042



**DOB:** Unknown

**DAM:**

**Description:**  
ASAP

**Quantity Owned:** 10 Units

**Gender:** Male

**DNA:**

**Breed:** Crossbred

**Registration:**

**Sire:**

**Species:** Ovine

Sell / Transfer
Withdraw (Ship/Pick Up)
Discard

**Inventory Items**

Inventory Type	Unit Of Measure	Lot Date / Number	Quality	Available Qty	Owned Qty	Action Item
Semen	Straws	17/7/2003 - 82	Unknown	10	10	--

## 2. Merge Option (Only Appears If Pending Withdrawal Exists)

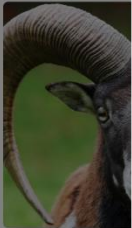
- If you have any **pending withdraw requests**, you'll see a prompt to **combine your new request with an existing one**.
- This helps you **save on shipping and insurance costs** by consolidating shipments.
- **If multiple pending withdrawals exist:**
  - A **dropdown menu** lets you choose which pending transaction to update.
- **The Modal Shows:**
  - Each pending withdraw's:
    - Included animals
    - Shipping address
  - For already **processed** transactions:
    - A message will appear instructing you to **contact the admin** — these cannot be updated.
- **You Can Choose To:**
  - **Cancel** – Exit without making changes.
  - **Update Existing Order** – Add new animals to the selected pending withdrawal.
  - **Create New Order** – Skip merging and start a brand-new withdrawal.

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Dashboard  
Inventory  
Transaction History  
Team Management  
Settings  
Sign Out

Back



Inventory Items

Inventory Type
Semen

### Existing Orders Found

We found existing pending withdraw order(s). Would you like to add animal to the existing order to avoid additional shipping charges?

899 - 1/6/2025

#### Animal Information

Animal Name	Inventory Lot Number	Changed Quantity
RSDXX3658 - Tuscaloosa	6770 - 11/4/2024	-1

#### Shipping Information

Address Line 1: 742 Banana Grove Lane  
Address Line 2:  
City: Orlando  
State: FL  
Zip Code: 32819  
Country Code: US

Please note that if you choose to update the existing order, the shipping address for the entire order will remain as shown above.  
If you wish to ship to a different location, please click on *Create New Order*.

Cancel Create New Order Update Existing Order

Animal Code: 1388F042

Breed: Crossbred Sire:  
Registration: Species: Ovine

Qty	Owned Qty	Action Item
	10	

💡 **Merging** helps you reuse the same shipping and insurance, reducing your total cost.

### 3. If You Choose "Update Existing Order"

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- Dashboard
- Inventory**
- Transaction History
- Team Management
- Settings
- Sign Out

#### Update Existing Withdraw Transaction

Bulk Transaction ID: 899  
Status: Pending  
Account/Owner ID: 2556-Kevin Farm  
\*Breed Date: 06/01/2025

**Specimen(s)**

Animal	Lot Date / Number	Qty to Withdraw
RS00X3658 - Tuscaloosa	17/4/2024 - 6770	1

Shipping Address: 742 Banana Grove Lane, Orlando, FL, 32819, US, 9821233412  
Insurance Amount: \$1000  
Insurance Premium: \$50

**Select Animals**

Select	Animal	Available Qty
<input checked="" type="checkbox"/>	138BF042 - Mega T Van Arkel	10
<input type="checkbox"/>	RS00X3658 - Tuscaloosa	9

**Select Item(s) and Quantity**

Select	Animal	Inventory Type	Lot Number	Quality	Available Qty	Quantity
<input checked="" type="checkbox"/>	138BF042 - Mega T Van Arkel	Semen	82	Unknown	10	<input type="text" value="2"/>

Total Quantity:

**Shipping Insurance**

\*Do you want to add more insurance coverage to your shipment?:  Yes  No

\*Additional Amount (\$):

Insurance Fee: \$25.00

[Cancel](#) [Proceed to Payment](#)

- You can add more animals to the selected pending transaction.
- **No extra shipping charges** are added.
- If the original order **didn't have insurance**, you can add it now (minimum: **\$50**, maximum: **\$9,999**).
- If the order already has insurance, you can **add additional coverage**. If the order **already has insurance**, you only need to provide the **additional coverage amount**, not the total amount.
  - **Example:**
    - Current insurance amount: \$1,000 (\$50 premium)
    - Additional coverage amount: \$500 (\$25 premium)
    - **Total insurance amount after update: \$1,500**
    - **Total premium: \$75** (sum of previous and additional premiums)
- The **shipping address remains unchanged**.

- **Insurance Charges:**
  - Insurance premium is charged at 5% of the insured amount.
  - A **\$10 handling fee** if you're adding insurance to an order that previously had none.
- **Payment:**
  - If insurance requires payment:
    - You'll be redirected to the **payment page**.
    - Choose a saved card or enter a new one.
- If no payment is needed, the update will happen immediately (In case of no insurance).
- Before paying, you must read and accept the **insurance terms and conditions**.

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- Dashboard
- Inventory
- Transaction History
- Team Management
- Settings
- Sign Out

### Update Existing Withdraw Transaction

#### Payment Information

Please note that if you have opted to add insurance to your order, a credit card number is required to fulfill the order. For further assistance, please call (765) 978-0301 and select option 4 for billing and invoice inquiries.

Please choose how you'd like to proceed with payment

Use card on file  Enter new card details

#### Card Details

\*Name on Card  
KEVIN B

\*Card Number  
XXXXXXXXXXXX4242

\*Expiry Date  
02/27

#### Billing Address

Address  
742 Banana Grove Lane

City  
ORLANDO

State / Region  
FL

Zip Code  
32830

Country  
USA

On credit cards, 3% processing fee will be applied.

Cancel Submit

#### 4. If You Choose "Create New Order" (Or No Pending Withdrawals Exist)

You'll start a new withdrawal process. You will be redirected to the **animal detail page** and can:



- Dashboard
- Inventory**
- Transaction History
- Team Management
- Settings
- Sign Out

← Back

### Withdraw (Ship/Pick Up)

To request a withdraw from your inventory, please use this form. Do not use the 'Withdraw' function if you want RSG to handle the deployment of these units at an RSG host site or facility - instead go to "Use".

Animal:

#### Animal Information

Animal Code: RSGXX3658  
 Animal Name: Tuscaloosa  
 Quantity Available: 10 Units

#### Select Item(s) and Quantity

Select	Animal	Inventory Type	Lot Number	Quality	Available Qty	Quantity
<input checked="" type="checkbox"/>	RSGXX3658-Tuscaloosa	Semen	6770	Pass	6	<input type="text" value="1"/>
<input type="checkbox"/>	RSGXX3658-Tuscaloosa	Semen	6778	Pass	4	<input type="text" value="-"/>
Total Quantity:						<input type="text" value="1"/>

Please click "save and add more" to save your progress and add additional animals to your order.  
 When your order is complete, please click "next step" to finalize your request.

Save & Add More

Next Step

- Add **multiple animals** to your cart.
- Enter the **breed date** and **shipping address**.
- Choose whether to use an **RSG shipper tank (\$75 rental fee** applies if selected).
- **Optionally add insurance** (min: **\$50**, max: **\$9,999**).
  - For a higher amount call **(765) 778-3000** for a custom quote.
  - Insurance is charged at **5% of the coverage amount**.
  - A **\$10 processing fee** is added if insurance is selected.



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Dashboard

Inventory

Transaction History

Team Management

Settings

Sign Out

← Back

## Create Withdraw Transaction

Account/Owner ID: Kevin Farm

### Inventory Items

Animal	Inventory Type	Lot Date / Number	Available Qty	Qty to Withdraw	Action
RSGXX3658 - Tuscaloosa	Semen	17/4/2024 - 6770	6	<input type="text" value="1"/>	
Total Quantity:					<input type="text" value="1"/>

\*Breed Date:

06/01/2025

Notes:

Ship before 1st June

Withdraw Method:

Ship To Address  Pickup

\*Do you need to rent a dry vapor shipper tank from RSG for this shipping order?:

Yes, I need to rent a tank from RSG  No, I will send my own tank to RSG for shipping

### Shipping Information

Please note that delivery time may vary depending on the breeding season, normal delivery times can take anywhere from 1-2 weeks. Additionally, please note there is a cost associated with this option, you will see the grant total once you check out. Kindly provide the mailing address below.

\*Address Line 1:

742 Banana Grove Lane

Address Line 2:

\*Country:

United States

\*State:

Florida

\*City:

Orlando

\*Zip Code:

32819

\*Contact Phone:

9821233412

### Shipping Insurance

\*Would you like to add insurance to your shipment?:

Yes  No

How much would you like to insure your shipment for? The maximum amount allowed is \$9,999.00. For amounts of \$10,000 or more, please call 765.778.3000 to get a quote.

\*Amount (\$):

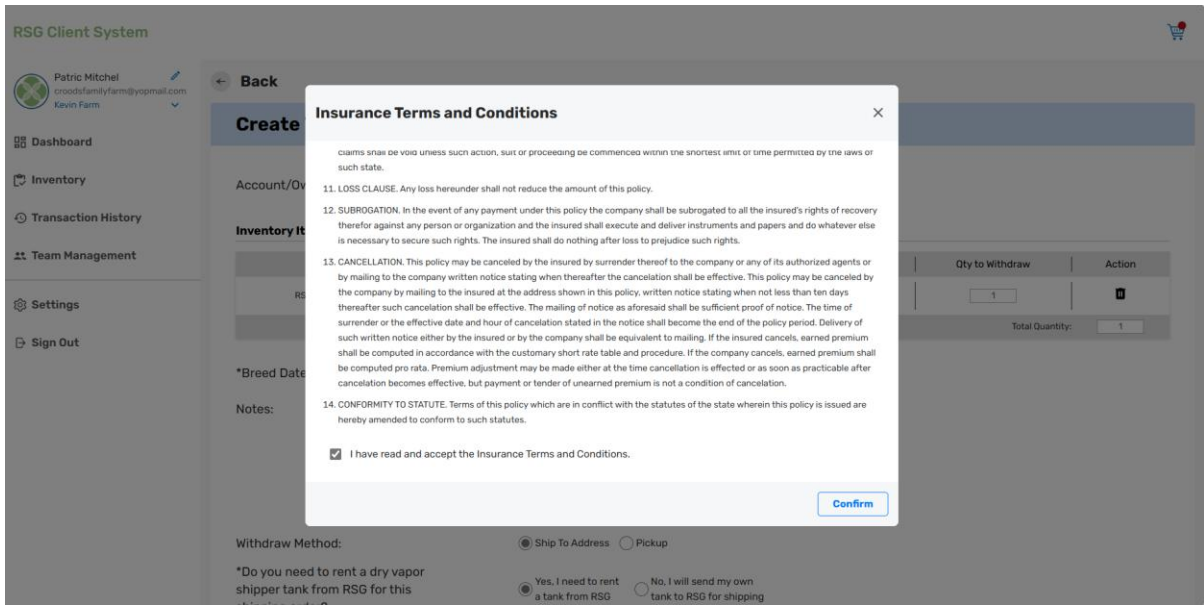
1000

Insurance Fee:

\$50.00

Proceed to Checkout

- You'll be prompted to **review and accept the insurance terms** before proceeding.



## 5. Review Summary Page

After accepting the insurance terms (if applicable), you'll see a **summary page** with:

- Selected animals
- Shipping address
- Cost breakdown including:
  - Shipping & Handling
  - Tank Rental Fee (if selected)
  - Insurance Premium
  - Insurance Processing Fee
  - **Total Cost**



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Dashboard

Inventory

Transaction History

Team Management

Settings

Sign Out

## Create Withdraw Transaction

1 2

### Review Purchase Information

Below you will find your semen or embryo withdrawal information, please take a second to review and confirm the purchase details.

#### Animal Information

Animal	Inventory Type	Lot Date / Number	Available Qty	Qty to Withdraw
RSGXX3658 - Tuscaloosa	Semen	17/4/2024 - 6770	6	1
Total Quantity:				1

#### Buyer Information

Seller Name: Kevin Hart  
Seller Email: croodsfamilyfarm@yopmail.com  
Seller Phone Number: (982)-123-3412

#### Shipping Information

Withdraw Method: Ship To Address  
Address Line 1: 742 Banana Grove Lane  
Address Line 2: --  
City: Orlando  
State: FL  
Zip Code: 32819  
Country: US  
Shipping Insurance: Yes  
Insurance Amount: \$1000.00  
Terms and Conditions: Accepted

#### Order Summary

Shipping Cost: \$128.43  
Handling & Processing: \$10.00  
Tank Rental Fee: \$75.00  
Insurance: \$50.00  
Total Amount: **\$263.43**

Back

Proceed to Payment

## 6. Complete Payment

- **Card only** (ACH not supported).
- Use a **saved card** or enter a **new one-time card**.
- Once the payment is complete, your withdrawal is finalized, and you'll receive confirmation with transaction details.



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- Dashboard
- Inventory
- Transaction History
- Team Management
- Settings
- Sign Out

## Create Withdraw Transaction

1 — 2

### Payment Information

Please note that if you have opted to add insurance to your order, a credit card number is required to fulfill the order. For further assistance, please call (765) 978-0301 and select option 4 for billing and invoice inquiries.

Please choose how you'd like to proceed with payment

Use card on file  Enter new card details

### Card Details

\*Name on Card

KEVIN B

\*Card Number

XXXXXXXXXXXX4242

\*Expiry Date

02/27

### Billing Address

Address

742 Banana Grove Lane

City

ORLANDO

State / Region

FL

Zip Code

32830

Country

USA

 On credit cards, 3% processing fee will be applied.

Cancel

Place Order

For additional support call: 317-978-0301 or email [genetics@reprospecialty.us](mailto:genetics@reprospecialty.us)