

Twin Cities Campus

Robert McCaa
rmccaa@umn.edu
Minnesota Population Center
College of Liberal Arts

537 Heller Hall
271 19th Avenue South
Minneapolis, MN 55455
612-624-3507
Fax: 612-626-8375
<http://www.ipums.org>

IPUMS-Europe Census Microdata Harmonization Project **Billing Instructions for Microdata & Dissemination Licenses**

Upon presentation of invoice, the project pays a fee to the corresponding national statistical authority, of approximately US\$5,000 per census microdataset supplied. This fee is intended to cover marginal costs of preparing copies of the microdata and documentation as well as incidentals involved in providing a modest amount of consulting and translation assistance with unusual terms or concepts.

Payment is made upon provision of microdata and receipt of official, signed invoice. To reduce administrative costs as well as transaction charges, please bill for all microdata on a single invoice, unless a long delay is expected in providing one or more datasets (such as the most recent census or a historical census requiring recovery). Please note that while all microdata licenses are budgeted to be paid in the first year of the project, payment will be made upon receipt of microdata. Payment should be received within two months of submission of invoice.

The invoice should provide the following information:

- Name of Statistical Agency
- Address
- Telephone, fax, email contact
- Amount (as negotiated prior to submission of grant)
- Description of datasets (i.e., census years)
- Signature and date

Payment will be made by check. If payment by direct wire deposit into the Statistical Agency's bank account is preferred, please provide the following additional information:

- bank name
- branch name and street address
- bank swift code and routing number
- account holder's name (Statistical Agency or related official account)
- account number

Please send the signed invoice (and banking information for direct deposit) along with the microdatasets by courier mail, at project expense (FEDEX account #: 2221-6454-0) to:

Robert McCaa, Minnesota Population Center
271 19th Ave. S. 537 Heller Hall
Minneapolis, MN 55455 USA
Tel. 1+612-624-5818
Reference: IPUMS: [Country]