

ECMWF Internal Ref. No.

## REQUEST FOR SOFTWARE FROM ECMWF

This order form may be used to obtain an initial costing for an order.  
A signed copy of the ECMWF conditions must be submitted when the order is confirmed and the costs accepted.  
Forms should be sent to the following address:

Data Services  
ECMWF  
Shinfield Park  
Reading Berkshire  
RG2 9AX  
UNITED KINGDOM

or Email to [data.services@ecmwf.int](mailto:data.services@ecmwf.int)  
or fax to +44 118 986 9450

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Facsimile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

VAT ID Number  
(if applicable) \_\_\_\_\_

Please indicate which category given below nearest describes the organisation, and the users,  
which will use the software and give further information where appropriate:

- A Member State National Meteorological Service
- B National Meteorological Service in a state with which ECMWF has concluded a co-operation agreement (“Co-operating state“)
- C Non-Member State National Meteorological Service.
- D Governmental body or governmental institute active or with interests in the meteorological field.
- E Other non-profit seeking organisation; please state main source of funds below.\*
- F Commercial
- G International organisation; please state main agency below.\*


\* Specify main source of funds or main agency as appropriate:

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SOFTWARE:      MAGICS  
                       Metview  
                       SMS / XCDP  
                       GRIB decoding and encoding  
                       BUFR decoding and encoding  
                       Interpolation package


Other, please specify :

Please indicate which machine you will be installing the software on

- CRAY
- FUJITSU VPP
- IBM RS6000
- SUN
- SGI
- HP
- DEC/ALPHA
- Other; please specify:


Please complete the remainder of the form according to your requirements.

OUTPUT FORMAT: EXABYTE and DAT tapes will be written using UNIX "tar" format.

MEDIA:

(select one option)

- 8 mm EXABYTE Cartridge - 8200 format
- 8 mm EXABYTE Cartridge - 8500 format
- 4 mm DAT Tape
- File copy #
- FTP @


@ If an ftp address and login are provided, software can be sent by this means provided the line quality is adequate.

# Some Member State national meteorological services can copy the above software from the ECMWF computer system directly.

YES

NO

**ECMWF supplies software under the following conditions.**

1. The proprietary rights and copyright of the software remain with ECMWF.
2. ECMWF software may not be supplied in whole or in part to any third party without the prior written authorisation of ECMWF.
3. ECMWF software is to be kept confidential and the receiving organization will utilise its best efforts to protect the said software from any unauthorised disclosure to a third party.
4. Although every care has been taken in preparing and testing the software, ECMWF cannot guarantee that its software will work correctly in all circumstances; neither does ECMWF

accept any liability whatsoever for any error or omission in its software, or for any loss or damage arising from its use.

5. ECMWF does not undertake to assist in transporting or adapting its software to your machines.
6. ECMWF software will be delivered solely with the current available documentation related thereto.
7. ECMWF will not normally carry out any further modification or maintenance. No warranty, or commitment to further support is implied or given.
8. ECMWF software may not be used for commercial purposes without prior written permission from ECMWF.
9. For the supply of certain software to certain organisations, a software licence will be required.
10. Your signature on this document does not bind ECMWF to supply the software.
11. For Member State National Meteorological Services only:

Your attention is drawn to the rights you have regarding this software, as laid down by the Convention establishing the ECMWF, article 15, paragraph 1:

Each Member State shall be granted, free of charge, for its own requirements in the field of weather forecasting, a non-exclusive licence and any other non-exclusive right of use, in respect of industrial property rights, computer programs and technological information which results from work carried out in pursuant to this Convention and which belongs to the Centre.

On behalf of \_\_\_\_\_ (name of organization requesting the software)  
I certify that the information and statements given in this request are correct and I agree to the above conditions

Signed: \_\_\_\_\_ Name: \_\_\_\_\_

Position \_\_\_\_\_ Date. \_\_\_\_\_

# Payment Rules for ECMWF Software

## 1. For all orders of 500.00 GBP (Great Britain Pound / Pound Sterling) or less :

ECMWF expects the charges to be paid before the data is delivered; the prepayment may be made by cheque, bank transfer or credit/debit card quoting the reference number of your request for software.

**Cheques must be made payable to “ECMWF”.**

**The details required for bank transfer are :**

- Barclays Bank PLC, High Street, Bracknell, Berks, RG12 1DR, UK
- Bank Code: 20-11-74
- Account Number: 70374180
- Swiftcode: BARCGB22
- IBAN Code: GB83.BARC.2011.7470.3741.80
- CHAPS Euro BIC: BARCGB210BU

**ECMWF accepts the following credit/debit cards:**

- MasterCard,
- Visa,
- JCB,
- Delta,
- Switch,
- Electron,
- Maestro,
- Pin Train,
- Solo

If you wish to pay by credit/debit card, please send a copy of this document by fax or letter completed with the following information:

<p><b>Card No</b> _____</p> <p><b>Card Expiry Date</b> _____ <b>Issue No</b> _____</p> <p><b>Amount to be debited</b> _____</p> <p><b>Signature</b> _____</p>
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**Please note:** All credit/debit card payments to ECMWF are made in GBP. The currency rate will be determined by the credit/debit card company when the payment is processed.

## **2. For orders greater than 500.00 GBP (Great Britain Pound / Pound Sterling):**

Prepayment may be made as above; alternatively, the software will only be supplied following the submission to ECMWF of a formal Purchase Order that:

- Accepts in total the costs quoted by ECMWF for the supply of the software.
- Acknowledges that payment to ECMWF is due within 30 days of receipt of the relevant invoice from ECMWF.
- Is signed by an authorized official of the purchasing organization.

For your convenience you may wish to use the attached example “Purchase Order” form.

Please note:

- Payments made to ECMWF should be equal to the invoiced amount, i.e. the customers shall pay all bank, transaction etc charges so that ECMWF receives the gross payment due either in GBP or in the quoted and invoiced convertible currency.
- Payment is preferred in pounds sterling (GBP).
- Quotes and invoices can be produced in pounds sterling (GBP), US dollars (USD), Euros (EUR), Yen (JPY) or any other convertible currency.
- Quotes will be valid for 30 days.
- Quotes in any currency except GBP will be based on the currency exchange rate of the day the quote is made. This rate will be taken from:  
<http://www.marketprices.ft.com/markets/currencies/ab>  
with a 5% factor to cover ECMWF against currency conversion changes.

# PURCHASE ORDER

ECMWF Ref: DS -

As an authorised official of \_\_\_\_\_ I hereby certify the following:

1. The ordering from ECMWF of the services below
2. The acceptance of the prices quoted below.
3. The payment to ECMWF of the total amount will take place within 30 days of receipt of the relevant invoice from ECMWF.

## Ordering Services

Descriptions:	Amounts:

<b>Total:</b>
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## Authorised official's details

<b>Name:</b>	<b>Signature:</b>
<b>Position:</b>	<b>Date:</b>