

Center on Nonprofits and Philanthropy  
National Center for Charitable Statistics

Phone: 866-518-3874  
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E-mail: NCCS@urban.org

**Data Request Form**

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

Affiliation: \_\_\_\_\_

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

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

City, State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

**Circle one:**    Nonprofit            Media            Consultant            Researcher/Practitioner            Government            Student

**File(s) or Services Requested:**

<input type="checkbox"/> <b>Business Master File, 1995-2010</b> <i>(please specify subsector &amp; year)</i> <input type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c)(other) <input type="checkbox"/> All 501(c) <input type="checkbox"/> Most recent year <input type="checkbox"/> Specific year(s) _____	<input type="checkbox"/> <b>Core-PC Files, 1989-2008</b> <i>(please specify years of interest)</i> <b>ONLY</b> includes 501(c)(3) organizations <input type="checkbox"/> Most recent year <input type="checkbox"/> Specific year(s) _____
<input type="checkbox"/> <b>IRS/SOI Samples, 1982-1983 &amp; 1985-2006</b> <i>(please specify years of interest)</i> Only 501(c)(3) organizations available <input type="checkbox"/> Most recent year <input type="checkbox"/> Specific year(s) _____	<input type="checkbox"/> <b>Core-PF Files, 1989-2008</b> <i>(please specify years of interest)</i> <b>ONLY</b> includes Private Foundations <input type="checkbox"/> Most recent year <input type="checkbox"/> Specific year(s) _____
<input type="checkbox"/> <b>NCCS Data Web Access</b> <input type="checkbox"/> Extracts <input type="checkbox"/> No Extracts	<input type="checkbox"/> <b>Core Other Files, 1989-2008</b> <i>(please specify years of interest)</i> <b>ONLY</b> includes 501(c)(4-26) organizations <input type="checkbox"/> Most recent year <input type="checkbox"/> Specific year(s) _____
<input type="checkbox"/> <b>Unified Database of Arts Organizations, 1998</b>	
<b>GuideStar-NCCS National Nonprofit Database, 1998-2003 (Use is Restricted)</b> Each year, each file carries a fee (e.g., Part I all years totals 6 extracts). <input type="checkbox"/> Most Recent year <input type="checkbox"/> Specific year(s): _____	
<input type="checkbox"/> <b>IRS Form 990 Pt I: Master Header</b> <input type="checkbox"/> <b>IRS Form 990 Pt I: Revenue &amp; Expenses</b> <input type="checkbox"/> <b>IRS Form 990 Pt II: Functional Expenses</b> <input type="checkbox"/> <b>IRS Form 990 Pt III: Program Services</b> <input type="checkbox"/> <b>IRS Form 990 Pt III: Purpose Achievements</b>	<input type="checkbox"/> <b>IRS Form 990 Pt IV: Balance Sheet</b> <input type="checkbox"/> <b>IRS Form 990 Pt V: Officers &amp; Key Players</b> <input type="checkbox"/> <b>IRS Form 990 Pt VI: Other Information</b> <input type="checkbox"/> <b>IRS Form 990 Pt VII: Income Producing Activities</b> <input type="checkbox"/> <b>IRS Form 990 Schedule A</b>

**Don't see the file you desire?**

Please write here: \_\_\_\_\_



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**Data User Agreement**

*Please read carefully. If you do not have questions, complete this form and fax it to 202-833-6231.*

In signing this form, I affirm that data obtained from the National Center for Charitable Statistics (NCCS) at The Urban Institute will be used for the purposes of research and analysis only; research findings will be publicly available in aggregate outputs; and **data on individual records will not be disclosed**. These data will be used solely for purposes specified below:

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I agree to the following terms:

- Data obtained from NCCS will not be distributed, sold, or used by others (or portions thereof) without the express written permission of NCCS.
- I recognize that there may be errors in the data. I will review *The Guide to Using NCCS Data* for a discussion of the limitations of the data. NCCS will not be held liable for any such errors. If I become aware of errors, I will notify NCCS. (<http://nccsdataweb.urban.org/kbfiles/468/NCCS-data-guide-v3a.pdf>)
- The Urban Institute will not be held liable for any such errors or any decision made or action taken in reliance on any information received from NCCS or for indirect, special, incidental or consequential damages arising out of the use of NCCS data, even if advised of the possibility of such damages. Specifically, The Urban Institute is not responsible for any costs, including but not limited to those incurred as a result of lost profits or revenue, claims by third parties or for other similar costs.
- NCCS will be notified of any publications or products that result from the use of these data by emailing NCCS at [nccs@ui.urban.org](mailto:nccs@ui.urban.org).

**Point of Contact for the National Center for Charitable Statistics**

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Other researchers working on this project:**

Print name: \_\_\_\_\_ Signature: \_\_\_\_\_

Print name: \_\_\_\_\_ Signature: \_\_\_\_\_