

Trace Governance – Payments (Pool 3.2)

- Payments are based on EAN-invoices sent to the Administrator.
- The first project invoice of 20% can be sent when the project legal agreements and relevant declarations have been signed. Prepaid grant is offset against the payment based on the second-to-last financial statement.
- After the first payment, the regular payments are paid based on approved financial and scientific reporting.
- The last 10 percent of the project's total investment amount is paid when the technical and financial final reports have been approved by TRACE.

Invoice details:

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EAN-nr.: 5798000423121, Ref. Innomission4 3207-00001B

Text: IM4/Trace Disbursement no. X<1 or 2 etc.>, <project NN> <period for invoice>

Note!

- Remember to include information about which partner, project, and for which invoicing period the invoice is for.
- Remember that the invoice needs to be without moms.
- Invoices need to be sent to the TRACE/SDU EAN number. It is not possible for us to receive invoices by e-mail. Electronic invoices can be sent, for example, through [NemHandel Fakturablanket](#)
- Payment terms: All suppliers are created in SDU's ERP system with a payment deadline of 30 days after SDU has received an invoice with the above information.
- For more information related to sending electronic invoices see her:
 - https://www.sdu.dk/da/om-sdu/indkoeb/elektroniske_fakturaer
 - <https://virksomhedsguiden.dk/content/ydelser/hvad-er-en-e-faktura/2edbbe11-6c48-4306-b42f-023b6dd6c0e8/>
- Pool 3.2 IFD case number: 3207-00001B