

EXPLANATION OF THE COLUMNAR STRUCTURE OF THE TEXT FILES

The arrangement of the data inside each text file follows a consistent plan. *Cajas* were responsible for both collecting and disbursing monies and for maintaining records of such transactions for several thousand different *ramos* under the jurisdiction of the Real Hacienda or central treasury. Not all *ramos* operated in every *caja*. The number of *ramos* administered by the *cajas* grew over time as the royal government looked for as many ways as possible to raise revenue and as the business of state finance became more complicated and more systematic. The text files will appear as line-by-line entries, first all credit entries and then all debit entries, with the dates and *ramos* indicated. The line entries have several columns. The number of columns for Peru is greater than the number for Mexico. Since the columns have no headings in the text files, the columns are described below. The *cajas* of Ecuador are arranged as typical Excel files and are self-explanatory.

With 8 columns:

Columns 1: codes assigned by programmers to *caja* accounts, and although they appear in the printed versions, they may be safely ignored.

Columns 2 & 3: dates of the entries into the accounts, to be read as month and year: "11700" as January, 1700 and "121700" as December, 1700.

Upon occasion the digits are misplaced. If the date looks to be incorrect, check the adjacent column for the missing digit.

Column 4: abbreviation of the *caja* name.

Column 5: codes assigned by programmers to each transaction under "*cargo*" and "*data*" in the royal accounts. There are nearly 3,600 functions with receipts (or transfers) and more than 2,600 functions with disbursements (or transfers). A list of all functions can be viewed by clicking on [credit](#) or [debit](#). These codes are the same from year to year within a *caja* and from *caja* to *caja*.

Column 6: indication if the entry is a receipt – **c**=*cargo* - or a disbursement – **d**=*data*.

Column 7: receipts (*cargos*) or disbursements (*datas*) in *pesos de ocho* of 272 *maravedís*.

Column 8: names of the *ramos*. These names are permanently linked to the codes explained in column 5.

With 9 or 10 columns:

Columns 1-7: same as 1-7 in **8 Columns**.

Column 8: receipts (*cargos*) or disbursements (*datas*) in *pesos de ensayado* of 450 *maravedís*. [In converting the *peso de ensayado* to the *pesos de ocho*, one may use the factor of 1.6544.]

Column 9: receipts (*cargos*) or disbursements (*datas*) in *peso de oro*. [For converting *peso de oro* to *pesos de ocho*, see introductions to TePaske and Klein printed volumes.]

Column 10: names of the *ramos*. These names are permanently linked to the codes explained in column 5.