



Istituto Nazionale
di Fisica Nucleare

Laboratori Nazionali del Gran Sasso
Il Direttore

10 FEB 2009

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AOO: Laboratori Nazionali del Gran Sasso
Partenza
Prot.N. 0000446 - 10/02/2009 - Tit. 7.7
Dest.Int./Ass. Princ: Vincenzo Fantozzi
Dest.Int./Ass. CC:

TO EC AND NON-EC USERS AT LNGS

ON MATTER OF TAX IDENTIFICATION NUMBER ('CODICE FISCALE')

According to the Italian law, whoever on whatever basis has financial relations with a Public Body (like INFN-LNGS) is required to have an Italian Tax Identification Number ('codice fiscale').

This is granted by the Public Revenue Office in L'Aquila:

**Agenzia delle Entrate
via Filomusi Guelfi
Loc. Villa Gioia
67100 - L'Aquila**

Switchboard: (+39) 0862 6311

Opening hours: 8:45/12:45 (Mon to Fri); 15:00/17:00 (Tue and Thu).

A valid ID paper (e.g., passport) is required; 'codice fiscale' is issued immediately.

Although this has to be personally collected by the applicant, you might have a chance - if you want to, of course - to ask somebody else to collect 'codice fiscale' on behalf of you.

On this very purpose here attached you will find an example letter of '**Delega per la richiesta del codice fiscale**' (a letter by which you delegate somebody's else to collect your 'codice fiscale'). Note that only the Italian text can be used; the English text is for tutorial purposes only.

For any additional information on this subject refer to:

Dr. V. Fantozzi (fantozzi@lngs.infn.it) - general support
and/or

Dr. L. Gentile (gentile@lngs.infn.it) - financial-related issues.

Regards,

Prof. Eugenio Cecchi
Director



Encl: Example letter of delegation (in Italian);
Example letter of delegation (in English - for tutorial purposes only).

Delega per la richiesta del codice fiscale

Io sottoscritto/a _____

nato/a a _____ il _____

DELEGO

il/la Sig./Sig.ra _____

nato/a a _____ il _____ a richiedere il

mio codice fiscale presso l'Agenzia delle Entrate dell'Aquila.

Allego a tal fine copia di un mio documento di identità in corso di validità.

(luogo e data)

Il delegante

(firma leggibile)

All.: cs/

 VE/

**(ONLY THE ITALIAN TEXT IS AUTHENTIC.
ENGLISH TEXT IS INTENDED AS A TUTORIAL
GUIDE ONLY)**

Delegation to collect Italian Tax Identification Number ('codice fiscale')

(I, the undersigned) _____

(place of birth) _____ (date of birth) _____

DELEGATE

(Mr./Mrs.) _____

(place of birth) _____ (date of birth) _____ to

collect my Italian tax ID number ('codice fiscale') by the Public Revenue Office in L'Aquila.

Copy of my valid ID paper is attached.

(place and date)

The delegator

(a 'readable' signature)

Encl/

**NOTE: THE DELEGATED PERSON WILL HAVE TO SUPPLY HIS/HER OWN ID
PAPER TO THE PUBLIC REVENUE OFFICE ('AGENZIA DELLE ENTRATE')
FOR THE PROCEDURE TO BE ACCOMPLISHED.**

VF/
