

Subject: Documents access request

Pursuant to law no. 241/1990 and to the Decree of the President of the Republic no. 184/2006

The Undersigned _____

Born in _____ Province _____ on _____

Resident in _____, _____ no. _____ ZIP Code _____

Contact address: _____

As *(please specify representation powers)* _____

REQUESTS

(check the relevant option only)

- to view
- to view, with issue of simple copy*
- to view, with issue of certified copy *(in this case, please attach a revenue stamp of 16.00€ to the application)*

** please indicate the manner:*

- in person
- dispatch by registered post
- via email (in pdf format - by checking this box, the applicant releases the University from any liability in case of failed or incorrect reception of the documents).

of the administrative documents mentioned below:

for the following reasons (please specify the reasons for the request):

I agree to the treatment of my personal data pursuant to the General Data Protection Regulation (GDPR, EU Regulations no. 2016/679) for the purposes connected to the requested service. The documents on the treatment of personal data are available at: <https://www.uninsubria.it/protezione-dati-personali>

(place) _____, *(date)* _____

Applicant's signature

(Identity confirmed prior to exhibition or submission of a photocopy of an ID document)

TO FORWARD TO: archivio.generale@uninsubria.it

Organization Unit (UOR) name: Procedures, processes and proceedings office
Form Code: documents_access_request_PPP_241
Validated by: Daniela Maffioli
Updated on: 10 October 2018
Repository position: www.uninsubria.it/modulistica

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- 1) the Regional Administrative Court (TAR) within 30 days of the refusal;
- 2) the Committee for access to administrative documents established by the Presidency of the Council within 30 days of the refusal;
- 3) the President of the Republic within 120 days (in case of extraordinary appeal) of the refusal.