

For the attention of: General Affairs Office
IMT School for Advanced Studies Lucca
Piazza S. Ponziano, 6
55100 - Lucca

SUBJECT: Request for Access to administrative documents according to Law 241/90, as amended, and Presidential Decree 184/2006

The undersigned _____ born in _____ on
the _____ resident in _____
street/square _____ e-mail _____
phone (optional) _____ certified electronic mail (optional) _____

AS

- interested party
- delegate of _____
- legal representative of the legal entity/association named _____

ASKS

- to examine the following documents (to be given in detail):

- for the following reasons (specify the direct, concrete and actual interest related to a legally protected situation connected with the documents requested as established by Article 22 of Law 241/90):

- in the following way:
 - release of plain copy with
 - collection at the General Affairs Office (subject to reimbursement of reproduction costs)
 - postal delivery (subject to reimbursement of reproduction and postage costs)
 - emailing/certified electronic e-mail to the following address

 - examination at the General Affairs Office by appointment.

Place and date _____

The Applicant

Attachments:

- Copy of identity document
- Copy of the act of proxy of the applicant and copy of the identity document of the delegating party (in case of proxy)

The undersigned undertakes to use the data and documents provided by the IMT School for Advances Studies Lucca exclusively for purposes strictly related to the access request, within the limits of the provisions of Law 241/90, as amended, and Presidential Decree 184/2006.

The Applicant

The undersigned is aware that personal data are subject to computer and/or manual processing and may be used exclusively for the fulfilments of the law. Data will be processed by the IMT School for Advanced Studies Lucca, as data controller, in compliance with the provisions of Regulation (EU) 2016/679 and the relevant national legislation in force with the methods provided in the dedicated section on the School's website.

The Applicant
