

**Asynchronous management
of operations on domain names
in the ccTLD.it**

Guidelines

Version 1.6

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1 Introduction

1.1 Premise and aims

This technical manual ("Guidelines") describes in detail the single operations referred to in the "Rules of assignment and maintenance of domain names in the ccTLD.it and which are necessary for the efficient management of the activities relative to the registration and maintenance of domain names under ccTLD.it.

1.2 Revisions of this document

Revisions after version 1.0 will be taken into consideration.

1.2.1 Modifications regarding version 1.0

The July 18th, 2007 revision 1.1:

- indication of the date of birth and data of the Registrant's head office;
- addition of cancellation procedure for "Registration", "Modification of MNT" and "Modification of the Registrant";
- opportunity for the Registry, during the registration phase, to request an integration of the documentation present in the lar or the sending of a new lar after the verification of the congruence between the LAR and the technical form sent by the MNT;
- elimination, in all forms for maintenance operations, of the typology of the Registrant for domain names assigned to subjects other than natural person;
- specific request form for "Modification of Registrant" for company transformation or change of name;
- specific request form for "Modification of Registrant" of a domain name due to universal succession;
- addition of a specific paragraph in the form for cancellation on request of the Registrant for domain names with a pending challenge;
- modification of parameters for the sending of the elar;
- modification of the contents of the two forms of the lar;
- addition of a specific technical form sent by the MNT for the modification of the "consentForPublishing" of the "Registrant" items;
- modification of some compulsory and facultative data in paper forms.

The January 24th, 2008 revision 1.2:

- modification of article 2.1.3.2 in order to implement the closure of the secondary nameserver service offered by the Registry on dns2.nic.it and dns3.nic.it;
- addition of article 2.1.4 on the procedures for sending the LARs for domain names subject to cancellation in the previous 7 (seven) days;
- modification of article 2.10.4 concerning the definition of the passage to the "THIRDPARTY-HOLD" status;
- cancellation of references to the secondary nameserver service offered by the Registry for new registrations and for domain names subject to maintenance operations.

The July 8th, 2008 revision 1.3:

- modification of article 2.3.7 in order to implement the closure of the secondary nameserver service
- modification of articles 2.11, 2.11.1.1, 2.11.1.2 and 2.11.1.4 concerning the modification of the data of the Registrant by request of the Registrant itself and the communication templates to the Registry.

The May 11st, 2009 revision 1.4:

- the size of the PDF attachment has been increased from 500KB to 1,5MB in article 2.1.1.4.2;
- addition of article 2.13 concerning the request of modification of MNT by means of a Bulk Transfer operation of a domain name already registered.

The January, 1th 2011 revision 1.6:

- modification of article 2.3.3 in order to eliminate the operation of Modification from Registrar to Maintainer of a registered domain name;
- modification of article 2.4 in order to eliminate the operation of Modification of the Registrant associated to a Modification from Registrar to Maintainer;
- modification of article 2.13 in order to eliminate eliminate the Bulk Transfer operation from Registrar to Maintainer.

1.2.2 Definitions

Terms	Description
Notification via e-mail to the MNT	The Registry sends to the MNT all the modifications relative to operations regarding domain names maintained by the Registry at the e-mail address in the relevant field in the "notifications section" of the MNT database. The notifications are sent in the language (initially in Italian or English) chosen by the MNT.
Time of arrival of documents sent by conventional postal service	All documents received via conventional post are given a conventional time of receipt of 12:00 on the working day on which they are delivered to the Registry by "Poste spa". Each document is given a protocol number. The order in which they are dealt with is random. In the case in which in the same envelope/package there are various documents, they are dealt with in a random order. On the outside of the envelope send by conventional post there must be specification of the type of document enclosed (e.g.: LAR, modification of MNT, opposition, etc.).
Time of arrival of documents sent by parcel service	All documents received via special parcel service are given a conventional time of receipt of 12:00 on the working day on which they are delivered to the Registry. When a time of delivery to the Registry is specified for the documents consigned by the parcel service, the documents are dealt with at this specified time. Each document is given a protocol number. They are dealt with in random order, attributing to each document the time of delivery as specified above. In the case in which in the same envelope/package there are various documents, they are dealt with in a random order. On the outside of the envelope/parcel send by parcel post there must be specification of the type of document enclosed (e.g.: LAR, modification of MNT, opposition, etc.).
Hand delivery of documents	The Registry does not accept hand delivery of documents necessary for operations of registration and maintenance of domain names.
Bulk sending of requests for operations on domain names already assigned to the same Registrant	If a Registrant wishes to carry out operations on more than one domain name assigned to him/her, they can list the domain names concerned in a single request. For requests involving more than 10 (ten) domain names, the list of domain names must be sent via e-mail (in plain text) to the address hostmaster@nic.it in which there must be indicated suitable references that allow identification of the request sent via fax or by conventional post. The above does not apply to the operation of modification of Registrant, for which a LAR must be attached to the request for each domain name required.
Passage of status	The Registry notifies to the MNT all the operations that determine a passage of status of a domain name.

2 Operations regarding domain names under ccTLD.it

2.1 Application for registration of a new domain name

2.1.1 Letter of assumption of responsibility (LAR)

The Letter of Assumption of Responsibility (LAR) is the tool used by the Registrant to request a new domain name under the ccTLD.it. During the phase of assignment of a domain name, priority of the request is determined by the chronological order of arrival of the LAR at the Registry.

For the LAR received via fax at +39 050 542420 the order of arrival is established by the date and time at which the fax transmission ends (writing of the data received by the fax-server on the hard disk).

Each LAR is used to request a single domain name.

2.1.1.1 Forms, availability and compilation

Two models of LAR are available, one for natural person (not possessing a VAT number) and one for all other organisations different from natural person (e.g.: single firms/business activities, associations, foundations, institutional bodies – other juridical persons, self-employed professionals/professional associations, etc.).

The two models of LAR are available on the website of the Registry; it is also available a form for the guided compilation of the LAR, at the url: <http://www.nic.it>.

Each model of LAR is divided into five parts:

- the first section contains the information appertaining to the domain name requested, to the personal and fiscal details of the natural person/organisation applying for the domain name and to the identifying code of the MNT which completes the registration;
- the second section contains a common part specifying the clauses relative to the use of the domain name and assumption of relative responsibilities on the part of the applicant;
- the third section relates to privacy legislation regarding the protection of personal data;
- the fourth section regards the express consent given for the treatment of personal and other data necessary for the diffusion and accessibility via Internet, which are supplied for the registration of the domain name;
- the fifth section relates to the acceptance of several points of the LAR for which, according to law, there is need of explicit acceptance.

Those who intend to devolve to extrajudicial arbitration any possible controversies relative to the assignment or use of a domain name can attach to the LAR the arbitration clause, available on the website of the Registry <http://www.nic.it>, duly signed and compiled.

It is not permitted to make alterations to the two models mentioned above. The Registrant must compile all the compulsory fields for his/her “category” of reference and which are summarised in the following table.

Compilation of the LAR

Data required	Natural person (without VAT number)	Other organisations different from natural person	Notes
Name and surname of applicant and signatory of the LAR	Compulsory	Compulsory	(1)
Place of birth	Compulsory	“not applicable”	(2)

Date of birth	Compulsory	“not applicable”	(3)
Residence	Compulsory	“not applicable”	(4)
Fiscal Code /Identity document	Compulsory	“not applicable”	(5)
Firm name	“not applicable”	Compulsory	(6)
Name and surname of legal representative	“not applicable”	Compulsory	
Registered office	“not applicable”	Compulsory	(7)
VAT number	“not applicable”	Compulsory	(8)
MNT identification	Compulsory	Compulsory	(9)
Signature of applicant	Compulsory	Compulsory	(10)
Consent for treatment of personal data	Compulsory	Compulsory	(11)
Consent for publication of data	Compulsory	Compulsory	(12)

Note

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated names or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form “day-month-year”.
- (4) There must be the complete postal address of the person in (1). For natural person resident out of Italy, it is also necessary to specify the foreign state of residence.
- (5) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (6) The exact and full name of the requesting firm must be indicated (e.g.: Pippo Limited Company, Pippo Limited Partnership, etc.).
- (7) The registered office of the organisation in (7) requesting the domain name (complete postal address, including: street, town, province, post code, foreign state if relevant).
- (8) The VAT number or numerical fiscal code of the requesting organisation. For de facto associations without fiscal code, the date of constitution must be indicated. For organisations located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (9) MNT identification (field “mnt-by” of the item “domain”).
- (10) The LAR must be signed by the person indicated in (1).
- (11) One of the two boxes must be checked to give or refuse consent for the treatment of personal data.
- (12) One of the two boxes must be checked to give or refuse consent for the publication of data.

For Registrants (natural and/or juridical persons) of a member state of the EU other than Italy, the same principles are applied, save that foreseen by current legislation in the single member states.

2.1.1.2 LAR for natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for registration of the domain name _____ .IT

The undersigned (*first name surname*) born in (*place of birth and [province or foreign state]*) on (*date of birth*) resident in (*postal address [street/square, locality, post code, province or foreign state]*) fiscal code or identity document number (*fiscal code/identity document number*) requests the registration of the domain name in hand according to the specifications contained in the technical registration form sent via e-mail to the ccTLD.it Registry (referred to as Registry) by the Maintainer _____-MNT (MNT identification), assuming all the responsibilities deriving from the use and management of the domain name, and agreeing to communicate promptly to the Registry any modification of the Registrant's data of the domain name indicated in the present document, of the MNT and the termination of the domain name use.

The undersigned, requesting the domain name as specified, in particular declares on his/her own responsibility:

- a) to be Italian citizen or resident in a UE countries;
- b) to be aware of and to accept that the registration and management of a domain name are subject to the "Rules of assignment and management of domain names under the ccTLD.it" and to the Regulations for the Resolution of Disputes in the ccTLD.it and successive modifications;
- c) to have right of use and/or legal disposability of the requested domain name and not to prejudice the rights of third parties with this registration request;
- d) to be aware that in order to fulfil personal data on the database of assigned domain names, and for their possible diffusion and accessibility on Internet, it is necessary to give express consent checking the relevant boxes on the basis of the information below. On the Registry website (<http://www.nic.it>) the document "The policy in the ccTLD.it Registry" is available on the Whois database;
- e) to be aware that the consent related to technical contacts is directly gathered by the Maintainer and given through the technical form sent to the Registry by the Maintainer in which are also contained data necessary to the registration of the domain name itself;
- f) to be aware of and to accept that in case of erroneous or false declaration in the present request, the Registry will proceed to the immediate revocation of the domain name, reserving the right to take out further legal proceedings. In this case, in any way, the revocation cannot give rise to requests to the Registry for damages;
- g) to release the Registry from any responsibility deriving from assignment or use of the domain name on the part of the requesting natural person;
- h) to accept Italian jurisdiction and the laws of the Italian State.

Information pursuant to Law regarding the protection of personal data (D. Lgs. 30 June 2003, n. 196)

Pursuant to the article 13, parag. 1, Law regarding the protection of personal data, the personal data included in the letter of assumption of responsibility above, as well as essential data for the domain name registration, deriving from the respect of Technical Regulation RFC 1591, ICP-1 e ICP-2 concerning the administrative and technical contact of the domain name itself, necessary to guarantee the functioning, that will be gathered by the Maintainer through the technical form sent to the Registry to complete the domain name registration, will be stored care of the Istituto di Informatica e Telematica – Registry of the ccTLD.it in an automated database and paper filing system for the use of registration, assignment and management of domain names under the ccTLD.it, also in accordance with the

technical regulations of the Internet Engineering Task Force – IETF (<http://www.ietf.org>).

The data will be transmitted to third party exclusively for the protection of rights, also through the foreseen procedure in the Regulations for the Resolution of Disputes in the ccTLD.it, for the maintenance of security, for historical or statistical purposes, or in accordance with obligations of law or regulation.

Through appropriate technical tools the data referred to domain names and the relative contacts are visible from the Maintainer of the domain name.

The data contained in the database of assigned domain names will be also available to Maintainer who has subscribed the apposite Non Disclosure Agreement (referred to as NDA), within the necessary limit to proceed with the operation of modification of the MNT and of the Registrant, as specified by the effective Rules of assignment and management of domain names under the ccTLD.it, in order to supply the technical service of domain name registration in the ccTLD.it. The Maintainer who undersigns the NDA is responsible for the treatment of the above-mentioned operations; a list of the responsible persons for the treatment of personal data is available at the url <http://www.nic.it>.

In compliance with the contractual regulations of accreditation for the managers of TLD as specified by the Internet Corporation for Assigned Names and Numbers (ICANN) and with the technical regulations of the Internet Engineering Task Force – IETF (<http://www.ietf.org>) the Registry is obliged to guarantee that the data related to the entitlement of the domain name, where assigned, can be accessible to the public by Internet by means of a querying system of the Whois database of assigned domain names. According to the principle expressed in art. 3 of the “Codice per la protezione dei dati personali”, the Registry has defined a policy that foresee that, without the express consent of the Registrant, only the association of domain name, status, first name and surname of Registrant, Maintainer and technical data (contactID, date of registration, expiration date, last update and nameservers) will be visible on the Whois database.

The giving of these data to the Registry, for the aforesaid personal data treatment and for the accessibility and diffusion by Internet, within the above-mentioned limits, is mandatory for the registration, assignment and management of the domain name requested under the ccTLD.it, otherwise, without this data it is not possible to proceed to the registration, assignment and management of the domain name.

The party concerned has the rights specified in art. 7 of the “Codice per la protezione dei dati personali” among which there is the right of access, correction and cancellation of data that regard them.

The assertion of the above-mentioned rights can be exercised by means of a request sent to the Istituto di Informatica e Telematica del CNR, Via Giuseppe Moruzzi, 1, I-56124 Pisa, Italy. The responsible person for treating the personal data is the CNR, through the Istituto di Informatica e Telematica of the CNR, Registry of the ccTLD.it (<http://www.nic.it>).

Consent for treating personal data

The party concerned, having read the information given above, gives their consent to the collection of data, memorisation in the DBNA (Data Base of Assigned Names) as well as to their treatment and communication: 1) for operations of registration and maintenance of the domain names within the ccTLD.it, 2) to the MNT concerned for operations of MNT and Registrant modification, in case of their NDA subscription, 3) to third parties that declare their will to act in the protection of their own rights towards the Registrant in relation to the registration or use of the domain name. The person concerned gives their consent to treat personal data for the diffusion by Internet of the domain name, the status, the name and surname of the Registrant, of the Maintainer and of technical data (contactID, registration date, expiration date, last update and nameservers), within the above mentioned informative report.

The consent is mandatory, and refusal to give consent does not permit registration of the domain name.

☐ (check to give consent)

☐ (check to refuse consent)

Consent of personal data treating for the diffusion and accessibility by Internet

The party concerned, having read the information given above, gives their consent to the diffusion and accessibility by Internet, by means of Whois query, of the data contained in the DBNA (database of assigned domain names) related to: residence address, telephone number, fax number, e-mail address, Maintainer, within the above mentioned informative report.

The consent is optional, and refusal to give consent does not permit the diffusion and accessibility by Internet of the aforesaid data.

☐ (check to give consent)

☐ (check to refuse consent)

Date _____

Letter of AR for natural person – Version 2007-03

The undersigned

First Name and Surname

(Signature)

Pursuant to the articles 1341 and 1342 c.c. the following clauses are expressly accepted:

- a) application of the “Rules of assignment and management of domain names under the ccTLD.it” and successive modifications, explicitly included therein the part relative to dispute resolution;
- b) revocation of the domain name and relinquishment of any request for damages or compensation towards the Registry in relation to the mentioned revocation;
- c) exemption of responsibility of the Registry deriving from the assignment and use of the domain name on the part of the requesting Organisation.

The undersigned

First Name and Surname

(Signature)

2.1.1.3 LAR for subjects other than natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for registration of the domain name _____ .IT

The undersigned (**first name surname**) delegated to represent for the present agreement the organisation named (report the **firm name, the business name or the complete company name of the requesting organisation**) with legal representative/owner (**first name surname**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**) requests the registration of the domain name in hand according to the specifications contained in the technical registration form sent via e-mail to the Registry of the ccTLD.it (referred to as "Registry") by the Maintainer _____-MNT (MNT identification), assuming all responsibilities deriving from the use and management of the domain name, and agreeing to communicate promptly to the Registry any modification of the Registrant's data of the domain name indicated in the present document, of the MNT and the termination of the domain name use.

The undersigned, requesting the domain name as specified, in particular declares on his/her own responsibility:

- to be aware of and to accept that the registration and management of a domain name are subject to the "Rules of assignment and management of domain names under the ccTLD.it" and to the "Regulations for the Resolution of Disputes in the ccTLD.it" and successive modifications;
- to have right of use and/or legal disposability of the domain name requested and not to prejudice, with this registration request, the rights of third parties;
- to be aware that in order to fulfil personal data on the database of assigned domain names, and for their possible diffusion and accessibility on Internet, it is necessary to give express consent checking the relevant boxes on the basis of the information below. On the Registry website (<http://www.nic.it>) the document "The policy of the ccTLD.it Registry" is available on the Whois database;
- to be aware that the consent related to technical contacts is directly gathered by the Maintainer and given through the technical form sent to the Registry by the Maintainer in which are also contained data necessary to the registration of the domain name itself;
- to be aware of and to accept that in case of erroneous or false declaration in the present request, the Registry will proceed to the immediate revocation of the domain name, reserving the right to take out further legal proceedings. In this case, in any way, the revocation cannot give rise to requests to the Registry for damages;
- to release the Registry from any responsibility deriving from assignment or use of the domain name on the part of the requesting Organisation;
- to accept Italian jurisdiction and the laws of the Italian State.

Information pursuant to Law regarding the protection of personal data (D. Lgs. 30 June 2003, n. 196)

Pursuant to the article 13, parag. 1, Law regarding the protection of personal data, the personal data included in the letter of assumption of responsibility above, as well as essential data for the domain name registration, deriving from the respect of Technical Regulation RFC 1591, ICP-1 e ICP-2 concerning the administrative and technical contact of the domain name itself, necessary to guarantee the functioning, that will be gathered by the Maintainer through the technical form sent to the Registry to complete the domain name registration, will be stored care of the Istituto di Informatica e Telematica – Registry of the ccTLD.it and stored in an automated database and paper filing system for the use of registration, assignment and management of domain names under the ccTLD.it, also in accordance with the technical regulations of the Internet Engineering Task Force – IETF (<http://www.ietf.org>).

The data will be transmitted to third party exclusively for the protection of rights, also through the foreseen procedure in the Regulations for the Resolution of Disputes in the ccTLD.it, for the maintenance of security, for historical or statistical purposes, or in accordance with obligations of law or regulation.

Through appropriate technical tools the data referred to domain names and the relative contacts are visible from the Maintainer of the domain name.

The data contained in the database of assigned domain names will be also available to Maintainer who has subscribed the apposite Non Disclosure Agreement (referred to as NDA), within the necessary limit to proceed with the operation of modification of the MNT and of the Registrant, as specified by the effective Rules of assignment and management of domain names under the ccTLD.it, in order to supply the technical service of domain name registration in the ccTLD.it. The Maintainer who undersigns the NDA is responsible for the treatment of the above-mentioned operations; a list of the responsible persons for the treatment of personal data is available at the url <http://www.nic.it>.

In compliance with the contractual regulations of accreditation for the managers of TLD as specified by the Internet Corporation for Assigned Names and Numbers (ICANN) and with the technical regulations of the Internet Engineering Task Force – IETF (<http://www.ietf.org>) the Registry is obliged to guarantee that the data related to the entitlement of the domain name, where assigned, can be accessible to the public by Internet by means of a querying system of the Whois database of assigned domain names. According to the principle expressed in art. 3 of the “Codice per la protezione dei dati personali”, the Registry has defined a policy that foresee that, without the express consent of the Registrant, only the association of domain name, status, first name and surname of Registrant, Maintainer and technical data (contactID, date of registration, expiration date, last update and nameservers) will be visible on the Whois database.

The giving of these data to the Registry, for the aforesaid personal data treatment and for the accessibility and diffusion by Internet, within the above-mentioned limits, is mandatory for the registration, assignment and management of the domain name requested under the ccTLD.it, otherwise, without this data it is not possible to proceed to the registration, assignment and management of the domain name.

The party concerned has the rights specified in art. 7 of the “Codice per la protezione dei dati personali” among which there is the right of access, correction and cancellation of data that regard them.

The assertion of the above-mentioned rights can be exercised by means of a request sent to the Istituto di Informatica e Telematica del CNR, Via Giuseppe Moruzzi, 1, I-56124 Pisa, Italy. The responsible person for treating the personal data is the CNR, through the Istituto di Informatica e Telematica of the CNR, Registry of the ccTLD.it (<http://www.nic.it>).

Consent for treating personal data

The party concerned, having read the information given above, gives their consent to the collection of data, memorisation in the DBNA (Data Base of Assigned Names) as well as to their treatment and communication: 1) for operations of registration and maintenance of the domain names within the ccTLD.it, 2) to the MNT concerned for operations of MNT and Registrant modification, in case of their NDA subscription, 3) to third parties that declare their will to act in the protection of their own rights towards the Registrant in relation to the registration or use of the domain name. The person concerned gives their consent to treat personal data for the diffusion by Internet of the domain name, the status, the firm name or business name or name of the Public Body associated to the domain name itself, of the Maintainer and of technical data (contactID, registration date, expiration date, last update and nameservers), within the above mentioned informative report.

The consent is mandatory, and refusal to give consent does not permit registration of the domain name.

☐ (check to give consent)

☐ (check to refuse consent)

Consent of personal data treating for the diffusion and accessibility by Internet

The party concerned, having read the information given above, gives their consent to the diffusion and accessibility by Internet, by means of Whois query, of the data contained in the DBNA (database of assigned domain names) related to: address of the registered office, telephone number, fax number, e-mail address, Maintainer, within the above mentioned informative report.

The consent is facultative, and refusal to give consent does not permit the diffusion and accessibility by Internet of the aforesaid data.

☐ (check to give consent)

☐ (check to refuse consent)

Date _____

Letter of AR for subject other than natural person – Version 2007-03

The undersigned

First Name and Surname

(Signature)

Pursuant to the articles 1341 and 1342 c.c. the following clauses are expressly accepted:

- a) application of the “Rules of assignment and management of domain names under the ccTLD.it” and successive modifications, explicitly included therein the part relative to dispute resolution;
- b) revocation of the domain name and relinquishment of any request for damages or compensation towards the Registry in relation to the mentioned revocation;
- c) exemption of responsibility of the Registry deriving from the assignment and use of the domain name on the part of the requesting Organisation.

The undersigned

First Name and Surname

(Signature)

2.1.1.4 Sending the LAR to the Registry

The LAR can be sent to the Registry by the MNT or by the Registrant. In order to ensure maximum efficiency it is advisable for the letter to be sent by the MNT specified in the letter. The LAR can be sent by conventional postal service, by electronic mail, by special parcel delivery and by fax. The LAR sent via fax or e-mail is received on the same server of the Registry and is subject to the same procedures and attribution of time-stamp receipt. The compilation of the LAR can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The LAR must be addressed to:

AI Registry of the ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.1.1.4.1 Sending the LAR to the Registry via fax

The LAR transmitted via fax must be sent only to the number +39 050 542420. The time of arrival of the LAR sent via fax coincides with the moment in which the fax server of the Registry, after having closed the fax transmission, proceeds to create the relative file on the hard disk.

2.1.1.4.2 Sending the LAR to the Registry via electronic mail

The LAR transmitted via e-mail must be sent only to the address `elar@elar.nic.it`. The request must have the following format:

- 1) the Subject of the message must contain the wording "Invio LAR elettronica";
- 2) the Body of the message must contain the credentials of the MNT (name of MNT and uncoded password) and the name of the domain name contained in the electronic LAR attached to the message.

Example:

password: password
mntner: BABALUBA-MNT
domain: zigozago.it

- 3) there must be only one attachment, in PDF format, containing the electronic LAR acquired digitally and fully compiled in all its parts and the attachment must contain only one LAR which regards the domain name specified in the body of the message;
- 4) the attachment must have a size no greater than 1,500 KB and no more than 3 (three) pages A4 format.

The procedure, which responds to the address `elar@elar.nic.it` automatically verifies that:

- the field "subject:" of the e-mail contains the wording "Invio LAR elettronica" (case-insensitive);
- the credentials of the MNT ("password:" and "mntner:") are correct;
- there is only 1 attachment;
- the attachment is in PDF format;
- the attachment is no greater than 1,500 KB in size and no more than 3 (three) pages A4 format;
- the domain name requested (field "domain:" in the body of the message) is not present in the DBNA of the Registry or has been cancelled for at least 7 days.

In the case of errors, the sending MNT is notified of these via e-mail.

If the verification steps mentioned above are positive, the electronic LAR is queued on the

same Registry server, which deals with the LAR received via fax and a time-stamp of arrival is assigned. For each electronic LAR received, the Registry sends to the MNT a message of notification containing: the domain name contained in the body of the e-mail received; the number of pages that make up the attachment; the date and time of receipt; the original name of the PDF attachment; the univocal identification code attributed to the electronic LAR by the archiving system; a SHA1 digest of the PDF attachment received, in order to allow the sender to verify that the content of the document has not been altered in any way during its transmission to the Registry.

2.1.1.5 Notification of receipt of the LAR

The Registry communicates via e-mail to the MNT all the LAR received. The communication is forwarded if all the required data (domain name and MNT identification) are legible in the LAR. For all the LAR notified positively by the Registry to the MNT, the Registry inserts in the DBNA, for the domain name requested, the status of "PENDING-CREATE".

The notification e-mail to the MNT specifies:

- the domain name;
- the date and time of receipt of the LAR;
- the name of the MNT;
- the number of pages of the document received;
- the legibility of the document;
- the possible need for a technical form for the same domain name to be sent by the MNT;
- possible errors detected in the document;
- possible reasons for rejection of the request for registration.

At the same time as the communication of receipt of the LAR to the MNT, the Registry inserts the information on the "status" in the DBNA.

2.1.1.6 Reasons for not accepting the LAR

All LAR containing errors or without compulsory data are rejected with notification of the negative result to the MNT and inserting the status of "REJECTED-REQUEST" in the DBNA for the domain name requested. This occurs in the following cases:

- 1) the domain name requested has already been assigned;
- 2) the Registry has previously received a LAR from a different Registrant and/or from a different MNT or from the same Registrant but with a different MNT, for the same domain name and for whom the registration process is still in progress (status of "PENDING-CREATE");
- 3) the domain name requested is reserved or unassignable (status of: "RESERVED", "UNASSIGNABLE", "GEOGRAPHIC", "REVOKED", "TO-BE-REASSIGNED");
- 4) the content of the LAR is not legible;
- 5) the LAR lacks compulsory data;
- 6) the compulsory data of the LAR are indicated incorrectly or are incomplete;
- 7) the format of the LAR, as made available by the Registry, has been altered;
- 8) the LAR is written in a language other than Italian;
- 9) the first name and surname of the signatory are not specified in the signatures at the bottom of the LAR, or they refer to a person different from that requesting the domain name;
- 10) the LAR is sent to the Registry via fax to a number other than +39 050 542420;
- 11) in the LAR there is no expression of consent regarding the conservation of personal data or the consent for conservation of personal data has been refused;

2.1.2 Technical form

The technical form, which must be sent by the MNT to the address domain@nic.it, is necessary to complete the operation of registration. The technical form can contain three types of items:

- “domain”;
- “registrant”;
- “contact” (administrative or technical).

The three types of objects must always be present in the technical form each and every time the identifying codes in the fields “registrant:”, “tech:” and “admin:” of the item “domain” are not already present in the DBNA. When the items “registrant” and “contact” are already in the DBNA it is not necessary to insert them in the technical form.

2.1.2.1 Object “domain”

The object “domain” contains general information on a domain name. The fields that make up the item “domain” are shown in the following table:

Name of attribute	Description	Obligatory	Multiplicity	Notes
password:	Authentication password of the MNT that manages the domain name	Yes	No	Contains the uncoded password of the MNT that manages the domain name. this field must always appear as first line of the technical form of registration/modification of a domain name.
domain:	Domain name to be registered	Yes	No	
status:	Identifies the present status of the domain name	Yes	Yes	Values inserted as default: “ACTIVE,AUTO-RENEW”.
registrant:	Identifies the Registrant of the domain name	Yes	No	Refers to an item “registrant”. Contains the univocal code of the Registrant of the domain name, referenced in this field. It has a value of AUTO-Nabc type if the “registrant” does not yet possess a contactID registered in the DBNA.
admin:	Identifies the administrative contact of the domain name	Yes	No	Contains the univocal code of the person referenced in this field. It has a AUTO-Nabc type value if the contact does not yet possess a contactID registered in the DBNA. It coincides with the signatory of the LAR. In the case that the Registrant is a natural person, it coincides with the value of the field “registrant” and therefore refers to an item

				of the “registrant”, type . Otherwise it refers to a “contact” type item.
tech:	Identifies the technical contact of the domain name	Yes	Yes	Contains the univocal code of he person referenced in this field. It has value of AUTO- Nabc type if the contact does not yet have a contactID registered in the DBNA. Refers to a “contact” type item. Technical contacts can be a minimum of one and a maximum of six.
nserver:	IP address and name of authoritative nameserver of the domain name	Yes	Yes	The IP address of the nameserver must be inserted only when the nameserver belongs to the zone of the domain name to be registered. In all other cases it is not necessary. At least two with a maximum of six nameservers must be inserted for each domain name.
mnt-by:	Identifies the MNT that manages the domain name	Si	No	Contains the identifying code of the MNT.
lastUpdate:	Date and time at which the la test modification was made to the domain name	-	-	Attributed automatically by the system. At the moment of registration it coincides with the value of the field “created”.
created:	Date and time at which the domain name was registered for the first time	-	-	Attributed automatically by the system at the moment of registration.
expire:	Expiry date of the domain name	-	-	Updated automatically by the system at the expiry of the period of maintenance of the domain name (one year).

2.1.2.1.1 Example of technical form containing only the item “domain”

password: abcdefgh
domain: zigozago.it
registrant: MZZ1111-ITNIC
admin: GZ1112-ITNIC
tech: BL16-ITNIC
nserver: 191.191.191.191 dns.zigozago.it
nserver: dns2.babaluba.it
mnt-by: BABALUBA-MNT

2.1.2.2 Item “registrant”

The item “registrant” contains general information on the Registrant of a domain name. It is referenced in the field “registrant:” in the item “domain”. If the Registrant is a natural person the field “admin:” of the item “domain” must refer to the same item “registrant” referred to by the field “registrant:” of the item “domain”. That is, the value of the fields “admin:” and “registrant:” of the item “domain” must coincide.

Name of attribute	Description	Obligatory	Multiplicity	Notes
name:	identifies the organisation or natural person requesting the domain name	Yes	No	Contains the name of the Registrant (both natural person and other).
org:	identifies the organisation or natural person the “registrant” refers to	No	No	Must coincide with the value of the field “name:”.
contactID:	univocal identifying code of the “registrant” of the domain name	Yes	No	Has an AUTO-Nabe type value if the Registrant has no contactID registered. Otherwise, it is the univocal code associated with the Registrant at the moment of registration.
regCode:	tax code of the Registrant of the domain name	Yes	No	If the applicant is an Italian natural person it contains the fiscal code. For foreign natural person it can contain the number of an identification document. for associations without VAT number or fiscal code the value “N.A. must be indicated”. In all other cases, either VAT number or numerical fiscal code must be indicated.
contactType:	identifies the type of contact	Yes	No	Values admitted: R Registrant

entityType:	numerical value that identifies the type of “registrant”	Yes	No	Values admitted:	
				1	Italian and foreign natural person
				2	Single firms / business activities
				3	Self-employed persons
				4	non-profit making institutions
				5	public bodies
				6	other subjects
				7	Foreign subjects equivalent to those above excluding natural person
consentForPublishing:	Boolean values to express consent or not for publication of personal data	Yes	No	Values admitted:	
				0	No
				1	Yes
street:	name of street and street number of “registrant”	Yes	Si	It is possible to specify max. 3 fields of type “street:”.	
city:	name of city of residence or registered office of “registrant”	Yes	No		
stateOrProvince :	name of province or foreign state of “registrant”	Yes	No		
postalCode:	post code of “registrant”	Yes	No		
countryCode:	identifying code of state of residence or registered office of “registrant”	Yes	No	The ISO 3166-1 country code (Example: IT, FR, NL, etc.) must be indicated.	
nationalityCode :	identifies nationality of “registrant”	Si	No	Coincides with value of field “countryCode:” when the Registrant is not a natural person (“entityType:” different from 1). The ISO 3166-1 country code (Example: IT, FR, NL, etc.) must be indicated.	
voice:	telephone number of “registrant”	Yes	No		

fax:	fax number of "registrant"	No	No	Must be indicated in the international ISO format (Example: +39.050315000x123).
email:	e-mail address of "registrant"	Yes	No	Must be indicated in the RFC2822 format (Example: user@domain.it).
mnt-by:	identifying code of the MNT that has submitted the request	Yes	No	Contains the identifying code of the MNT.
lastUpdate:	date and time of latest modification of the item	-	-	Created automatically by the system at the moment of registration of the item "registrant" and updated at each modification.
created:	date and time of first registration of the item	-	-	Created automatically by the system at the moment of registration of the item "registrant".

2.1.2.2.1 Example of technical form containing only the item "registrant"

password: abcdefgh
name: Mago Zigo Zago S.p.A.
org: Mago Zigo Zago S.p.A.
contactID: MZZ1-ITNIC
regCode: 02118110789
contactType: R
entityType: 2
consentForPublishing: 1
street: Via Del Lago, 7
city: Roma
stateOrProvince: RM
postalCode: 00125
countryCode: IT
nationalityCode: IT
voice: +39.06316733893
fax: +39.06783485748
email: info@zigozago.it
mnt-by: BABALUBA-MNT

If the Registrant in the LAR does not express consent for the publication of personal data, in the technical form the MNT must insert the value "0" in the field "consentForPublishing:". The domain name will be registered, but the personal data of the Registrant will not be publicly available, with the only exception of the field "name:" of the item "registrant".

2.1.2.3 Item "contact"

The item "contact" contains general information on the administrative and technical contacts of a domain name. An item of the type "contact" is referenced by the field "tech:" of the item "domain" or rather by the field "admin:" of the item "domain" in the case of domain names requested by/assigned to subjects other than natural person.

The fields that make up the item "contact" are shown in the following table:

Name of attribute	Description	Obligatory	Multiplicity	Notes
name:	first name and surname of contact	Yes	No	If referenced in the field "admin:" of the item "domain" it contains the first name and surname of the signatory of the LAR.
org:	identifies the organisation the contact refers to	No	No	Can contain the name of the organisation the contact belongs to.
contactID:	univocal identifying code of the item "contact"	Yes	No	Has an AUTO-Nabc value if the contact does not yet possess a registered contactID. Otherwise it is the univocal code associated with the contact at the moment of registration.
contactType:	identifies the type of contact	Yes	No	Values admitted: C Contact
consentForPublishing:	Boolean value to express the consent or not for publication of personal data	Yes	No	Values admitted: 0 No 1 Yes
street:	street name and street number of contact	Yes	Yes	It is possible to specify max. 3 fields of type "street:"
city:	name of city of registered office of contact	Yes	No	
stateOrProvince:	name of province or foreign state of contact	Yes	No	
postalCode:	post code of contact	Yes	No	
countryCode:	identifying code of country of registered office of contact	Yes	No	The ISO 3166-1 country code (Example: IT, FR, NL, etc.) must be indicated.
voice:	telephone number of contact	Yes	No	Must be indicated in the international ISO format (Example: +39.050315000x123).
fax:	fax number of contact	No	No	Must be indicated in the international ISO format (Example: +39.050315000x123).

email:	e-mail address of contact	Yes	No	Must be indicated in the RFC2822 format (Example: user@domain.it).
mnt-by:	identifying code of the MNT that submitted the request	Yes	No	Contains the identifying code of the MNT.
lastUpdate:	date and time of last modification of contact			Created automatically by the system at the moment of registration of the contact and updated at each modification.
created:	date of first registration of contact			Created automatically by the system at the moment of registration of the contact.

2.1.2.3.1 Example of technical form containing only the item "contact"

password: abcdefgh
name: Barbara Lari
org: Babaluba srl
contactID: BL16-ITNIC
contactType: C
consentForPublishing: 1
street: Via delle Tribù, 23
city: Milano
stateOrProvince: MI
postalCode: 20100
countryCode: IT
voice: +39.02434848484
fax: +39.02487845774
email: tech@babaluba.it
mnt-by: BABALUBA-MNT

If for an item of the type "contact" the MNT indicates, in the technical form, the value "0" in the field "consentForPublishing:", the domain name will be registered, but the personal data will not be publicly accessible, with the only exception of the field "name:" in the item "contact".

2.1.2.4 Example of technical form completed for the registration of the domain name zigozago.it requested by a company

An example of the technical form for a new registration of the domain name zigozago.it, fully compiled, is as follows:

password: abcdefgh
domain: zigozago.it
registrant: AUTO-1
admin: GZ1112-ITNIC
tech: BL16-ITNIC
nservers: 191.191.191.191 dns.zigozago.it
nservers: dns2.babaluba.it
mnt-by: BABALUBA-MNT
name: Mago Zigo Zago S.p.A.
org: Mago Zigo Zago S.p.A.
contactID: AUTO-1

```

regCode:          02118110789
contactType:      R
entityType:       2
consentForPublishing: 1
street:           Via Del Lago, 7
city:             Roma
stateOrProvince:  RM
postalCode:       00125
countryCode:      IT
nationalityCode:  IT
voice:            +39.06316733893
fax:              +39.06783485748
email:            info@zigozago.it
mnt-by:           BABALUBA-MNT
name:             Giuseppe Zago
org:              Mago Zigo Zago S.p.A.
contactID:        GZ1112-ITNIC
contactType:      C
consentForPublishing: 1
street:           Via Del Lago, 7
city:             Roma
stateOrProvince:  RM
postalCode:       00125
countryCode:      IT
voice:            +39.06316733888
fax:              +39.06783485799
email:            mago@zigozago.it
mnt-by:           BABALUBA-MNT
name:             Barbara Lari
org:              Babaluba srl
contactID:        BL16-ITNIC
contactType:      C
consentForPublishing: 1
street:           via delle Tribù 23
city:             Milano
stateOrProvince:  MI
postalCode:       20100
countryCode:      IT
voice:            +39.02434848484
fax:              +39.02487845774
email:            tech@babaluba.it
mnt-by:           BABALUBA-MNT

```

2.1.2.5 Example of technical form completed for the registration of the domain name paolinopaperino.it by a natural person

```

password:         abcdefgh
domain:           paolinopaperino.it
registrant:       AUTO-1
admin:            AUTO-1
tech:             BL16-ITNIC
nserver:          dns.provider.it
nserver:          dns.provider2.it
mnt-by:           BABALUBA-MNT

```

name: Paolino Paperino
contactID: AUTO-1
contactType: R
regCode: PPRPLN60R19L702Z
entityType: 1
consentForPublishing: 1
street: Via Del Deposito, 113
city: Migliarino Pisano
stateOrProvince: PI
postalCode: I-56010
countryCode: IT
nationalityCode: IT
voice: +39.0503152084
fax: +39.0503152593
email: pp@paolinopaperino.it
mnt-by: BABALUBA-MNT

2.1.3 Verification by the Registry of technical forms and LAR

2.1.3.1 Syntactic and semantic check of the technical form

All the technical forms, sent to the address domain@nic.it, undergo the following:

- 1) a verification of syntactic and consistency of the various items and fields contained in the form;
- 2) a verification of the functional nature and operativeness of the authoritative nameservers for the domain name.

The results of these verifications are sent, via e-mail, to the sender of the technical form and to the e-mail address relative to the communication of the various events on operations on the domain names of the MNT indicated in the LAR.

The system of syntactic and semantic control verifies the credentials of the MNT; analyses syntactically each field of the form; checks that all compulsory fields have been compiled and their multiplicity respected; carries out a check of consistency of the items in the form and their values inserted in the fields.

The main checks on the item "domain" regard:

- 3) the validity of the characters used in the domain name;
 - a) characters admitted "a-z", "0-9" and "-";
 - b) maximum total length 255 characters and 63 characters for each single component of the domain name (sequence of characters delimited by the dot ".");
 - c) minimum length of three characters of the second component of the domain name;
 - d) initial and/or final character of each single component of the domain name different from "-";
 - e) first four characters of each single component different from the string "xn--";
- 4) existence of the MNT, correctness of its credentials and that the domain name requested is not already registered through another MNT;
- 5) identification of the Registrant:
 - a) must be already registered in the DBNA or there must be the respective entry in the technical form;
 - b) if registered in the DBNA, there must be a value of type ABCn-ITNIC, with ABC string of characters of length $x \ 2 \leq x \leq 5$ and n numerical value with $n \leq 99999999$;
 - c) if still to be registered in the DBNA there must be a value of type AUTO-nABC, with ABC optional string of characters of length $x \ 2 \leq x \leq 5$ and n numerical value with $n \leq 99999999$;
 - d) must be associated with a contact of type registrant in the DBNA or within the form;

- 6) identification of the admin:
 - a) must already be registered in the DBNA or there must be the respective entry in the technical form;
 - b) if registered in the DBNA, there must be a value of type ABCn-ITNIC, with ABC string of characters of length $x \ 2 \leq x \leq 5$ and n numerical value with $n \leq 99999999$;
 - c) if still to be registered in the DBNA there must be a value of type AUTO-nABC, with ABC optional string of characters of length $x \ 2 \leq x \leq 5$ and n numerical value with $n \leq 99999999$;
 - d) can be associated with a contact of type registrant (if the domain name is requested by a natural person) or contact in the DBNA or within the form;
- 7) identification of the tech:
 - a) must already be registered in the DBNA or there must be the respective entry in the technical form;
 - b) if registered in the DBNA, there must be a value of type ABCn-ITNIC, with ABC string of characters of length $x \ 2 \leq x \leq 5$ and n numerical value with $n \leq 99999999$;
 - c) if still to be registered in the DBNA there must be a value of type AUTO-nABC, with ABC optional string of characters of length $x \ 2 \leq x \leq 5$ and n numerical value with $n \leq 99999999$;
 - d) must be associated with a contact of type registrant in the DBNA or within the form;
- 8) the value inserted in the field "mnt-by":
 - a) must correspond to an MNT with a service contract active with the Registry;
 - b) must have syntax of the type ABC-MNT or ABC-ENT with ABC string of alphanumeric characters;
 - c) must not contain two consecutive "-" characters.
- 9) the value inserted in the field "nserver":
 - a) the name and possible IP address must be written with the standard syntax as specified by the relative RFC;
 - b) must contain the IP address when the name of the nameserver belongs to the zone of the same domain name.

In addition, checks of consistency are carried out relative to:

- 1) fields "nserver":
 - a) there must be at least two and a maximum of six;
 - b) there must not be two nameservers with the same IP address or with the same name;
- 2) fields "tech:", "admin:" and "registrant":
 - a) there cannot be the contemporary presence of values of type AUTO-nABC with value n equal and ABC strings different (e.g. AUTO-1FGH and AUTO-1ILM);
- 3) fields "registrant:" and "admin":
 - a) if at the value of the field "registrant:" there is associated an item "registrant" which identifies a natural person, then the value of the fields "registrant:" and "admin:" must coincide;
 - b) if at the value of the field "registrant" there is associated an item "registrant" which does not identify a natural person, then with the value of the field "admin:" there must be associated an item of type "contact".
- 4) fields "tech:"
 - a) there must be at least two and a maximum of six

The main checks on contacts (items "registrant" and "contact") regard:

- 1) the value of the fields "voice:" and "fax:", which must be in the international ISO format (e.g. +39.0503139811, +39.050333222x123);
- 2) the value of the field "e-mail:", which must be in the format defined by the RFC2822 and successive formats;
- 3) the value of the field "regCode" which, in the case that "nationalityCode = IT", must have the syntax of the fiscal code if "entityType = 1" and the syntax of a VAT number (11 characters) if "entityType \neq 1" and "entityType \neq n.a.";

- 4) the value of the field “nationalityCode:” which must be in the international ISO format 3166-1 (e.g. IT, FR, DE, etc.). If the applicant for the domain name is not a natural person, this field is automatically set to the value of the field “countryCode:”;
- 5) the value of the field “nationalityCode” and/or of the field “countryCode” which, in the case of natural person, must correspond to the ISO 3166-1 code of one of the EU member states;
- 6) the value of the field “countryCode:” which must be in the international ISO 3166-1 format (e.g.. IT, FR, DE, etc.). The value of this field must correspond to the code of one of the EU member states for subjects other than natural person;
- 7) the field “street:” which cannot have a multiplicity greater than 3;
- 8) the value of the field “stateOrProvince:” must contain initials of two letters corresponding to an Italian province if the value of the field “countryCode:” is equal to it. For Italian provinces for which the official initials have not yet been adopted, the name can be indicated in its full form (e.g.: Medio Campidano).

Furthermore, the following consistency checks are carried out:

- 1) each contact must be referenced in an item “domain” in the form or in the DBNA;
- 2) contacts with the same identifying code must have the same name both in the form and in the DBNA;
- 3) the type (“contactType:”) of item already registered in the DBNA cannot be modified;
- 4) for each item of type Registrant (contactType=R) there cannot be modification of the fields “regCode:”, “entityType:” and “consentForPublishing:”. In addition, if the Registrant is a natural person, the field “nationalityCode:” cannot be modified;
- 5) for each item of type Registrant it is verified that:
 - o if the Registrant is not a natural person (entityType \neq 1), the fields “nationalityCode:” and “countryCode:” must coincide.

If the system of syntactic checks does not detect errors, an e-mail of notice is sent to the MNT and the technical form is analysed by the verification procedure of the authoritative nameservers for the domain name.

2.1.3.2 Verification of the functional character of the nameservers

The procedure for the verification of the nameservers analyses the value of the fields “nserver:” specified for the domain name in the technical form and queries the nameservers in order to their effective operativeness. In particular:

- 1) there must be at least 2 (two) authoritative nameservers for the domain name and they must correspond exactly to those indicated in the “nserver:” fields of the item “domain” in the form;
- 2) the IP addresses of the nameserver specified in the form must correspond to those actually associated with them in the DNS;
- 3) a CNAME record cannot be associated with the domain name;
- 4) the name of the nameserver specified in the SOA record cannot be a CNAME;
- 5) the names of the authoritative nameservers for the domain name cannot be CNAME;
- 6) a CNAME cannot be associated with the MX record, if present;
- 7) if, during the verification procedure, at least one nameserver gives one of the following responses:
 - Not responding
 - Not reachable
 - Not running
 - Non-existent domain
 - Host not found
 - Server failure
 - Query failed

the procedure indicates an error.

The nameservers indicated in the form must all be authoritative for the domain name indicated in the technical form.

2.1.3.3 Period of validity for the application for registration

The LAR must be accompanied by a technical form, sent by the MNT within 10 working days from the first arrival of the LAR, for the domain name requested. In the absence of a technical form, within the time limit specified above, the Registro marks the request as expired, changing the value of the status in the DBNA for the domain name from "PENDING-CREATE" to "EXPIRED-REQUEST", confirming this to the MNT indicated in the LAR. In this case, the domain name immediately becomes freely available for assignment.

2.1.3.4 Verification of congruency between LAR and technical form

The Registry, when it has both the LAR and technical form, proceeds to activate the procedures for assignment of the domain name requested. The main checks carried out are the following:

- 1) correspondence between domain name indicated in the LAR and the "domain:" field in the technical form;
- 2) correspondence between first name and surname of the signatory of the LAR and the "admin:" field of the technical form;
- 3) correspondence between the name of the Registrant indicated in the LAR and the "name:" field of the item "registrant";
- 4) correspondence between VAT number or fiscal code of the Registrant in the LAR and the "regCode:" field of the technical form;
- 5) congruency between the residence or registered office of the Registrant indicated in the LAR and the various fields of the technical form which constitute the registered office or residence of the natural person ("street:", "city:", "stateOrProvince:", "postalCode:", "countryCode:" of the item "registrant" of the technical form);
- 6) congruency, where possible and in the case of natural person, between the data of the fiscal code of the Registrant in the LAR and in the "regcode:" field of the technical form and the birth details of the Registrant;
- 7) correspondence between name of the MNT indicated in the LAR and the "mnt-by:" field of the technical form;
- 8) correspondence between name of the Registrant indicated in the LAR in the box *"Consenso al trattamento dei dati personali per la diffusione ed accessibilità via Internet"* and the "consentForPublishing:" field of the technical form sent by the MNT;
- 9) possible errors in the LAR not detected in the acceptance phase of the same LAR.

If the verification does not give a positive result, the Registry notifies the MNT via e-mail the incongruence identified and requests the sending of a new technical form or new LAR according to the problems encountered. In this phase the Registry may also request the sending of a new LAR and integration of documentation to solve slight errors, detected during the phase of verification of the congruence between the LAR and the technical form sent by the MNT. The MNT, from the date of the notice of errors, has 10 working days to reply to the request of the Registry. In the absence of an answer from the MNT, the Registry, within the time limit indicated above, marks the request as expired, changing the status of the domain name registered in the DBNA, from "PENDING-CREATE" to "EXPIRED-REQUEST" and sending a notice via e-mail to the MNT indicated in the LAR. In this case, the domain name immediately becomes freely available for assignment.

2.1.3.5 Operational activation of the domain name

If the verification gives a positive result the Registry carries out the following operations:

- 1) registration of the domain name in the DBNA and replacement of the status of "PENDING-CREATE" with "ACTIVE,AUTO-RENEW". At the moment of registration of the domain name a notice is sent via e-mail to the MNT;

- 2) insertion of the information relative to the authoritative nameservers for the registered domain name, in the master nameserver of the ccTLD.it or of the geographic zone corresponding to the domain name;
- 3) operative activation, at least once a day, of the delegacies of the new domain names registered under the ccTLD.it;
- 4) activation, is requested, of the service of secondary nameserver on one of the nameservers managed by the Registry.

2.1.4 Request of domain names cancelled in the previous 7 (seven) days

The domain names that have been subject to cancellation and therefore have been in "DELETED" status for less than 7 (seven) days can be requested only by sending the respective LARs to the number +39 050 577639. For these domain names, LARs sent to different fax numbers of the Registry, will not be accepted.

LARs sent to the number +39 050 577639 can be sent to the Registry by the MNT or by the Registrant.

In order to manage the LARs effectively, it is recommended to send them through the MNT indicated in them.

LARs sent via fax to the number +39 050 577639 are received by the same fax server of the Registry correspondent to the number +39 050 542420 and are subject to the same procedures of management and assignation of "time-stamp" of receipt. The text of the LAR must be written in Arial, the font size and spacing must be equal to or greater than those indicated in the forms of paragraphs 2.1.1.2 and 2.1.1.3 and available on the Web site of the Registry (Arial, 8 pt, single spacing). Contents and formulation must never be altered.

2.2 Request for simple modification of a domain name already registered

“Simple modification” means an operation which modifies the registration of a domain name, altering, essentially, the technical information. It modifies some attributes of the items “domain”, “registrant” and “contact”. The procedure involves the MNT indicated in the field “mnt-by:” sending a technical form specifying the item to modify.

The following table summarises the fields that are modifiable by means of an operation of simple modification of the above items.

Domain item

Name of field	Modifiable
domain:	NO
status:	NO
registrant:	NO
admin:	YES only if the Registrant is a subject other than natural person
tech:	YES
nserver:	YES
mnt-by:	NO

Registrant item

Name of field	Modifiable
name:	NO
org:	NO
contactID:	NO
regCode:	NO
contactType:	NO
entityType:	NO
consentForPublishing:	NO
street:	YES
city:	YES
stateOrProvince:	YES
postalCode:	YES
countryCode:	YES only if the Registrant is a natural person
nationalityCode:	NO
voice:	YES
fax:	YES
email:	YES
mnt-by:	NO

Contact item

Name of field	Modifiable
name:	NO
org:	YES
contactID:	NO
contactType:	NO
consentForPublishing:	YES
street:	YES
city:	YES
stateOrProvince:	YES

postalCode:	YES
countryCode:	YES
voice:	YES
fax:	YES
email:	YES
mnt-by:	NO

2.2.1 Technical form

To carry out an operation of simple modification the authorised MNT must send a technical form indicating the item to modify. The form must be sent to the address domain@nic.it, and it is therefore subject to the same syntactic, semantic and configuration verification as of authoritative nameservers as that of the technical form for the registration of a new domain name. The results of the verification are sent via e-mail, both to the MNT and to the sender of the technical form.

It is not necessary to insert items that do not need updating in the technical form.

2.2.1.1 Example of technical form for the simple modification (modification of “nserver:” field)

password:	abcdefgh
domain:	zigozago.it
registrant:	ZZ001-ITNIC
admin:	GZ1112-ITNIC
tech:	BL16-ITNIC
nserver:	191.191.191.192 dns2.zigozago.it
nserver:	dns2.babaluba.it
mnt-by:	BABALUBA-MNT

2.2.1.2 Example of technical form for the simple modification (modification of “voice:” field of “registrant”)

password:	abcdefgh
name:	Mago Zigo Zago S.p.A.
org:	Mago Zigo Zago S.p.A.
contactID:	ZZ001-ITNIC
regCode:	02118110789
contactType:	R
entityType:	2
consentForPublishing:	1
street:	Via Del Lago, 7
city:	Roma
stateOrProvince:	RM
postalCode:	00125
countryCode:	IT
nationalityCode:	IT
voice:	+39.06333678123
fax:	+39.06783485748
email:	info@zigozago.it
mnt-by:	BABALUBA-MNT

2.2.1.3 Operational activation of simple modification of the domain name

If the verification indicates a positive result, the system automatically modifies the data indicated in the technical form and sends a notification, via e-mail, to the MNT.

2.3 Request for modification of the MNT or of the Registrar of a domain name already registered

2.3.1 Request for modification from MNT to MNT of a domain name already registered

A Registrant who intends to modify the MNT of a domain name must send a formal request to the Registry.

There are two forms on the website of the Registry that can be used for a request for MNT modification, as at points [2.3.1.1](#) and 2.3.2.

The form is divided into four parts:

- the first part contains the following information:
 - domain name object of the modification of MNT;
 - if the Registrant is a natural person:
 - their personal and fiscal details;
- if the Registrant is a subject other than natural person it contains:
 - the personal and fiscal details of the natural person who, as representative of the Registrant, undersigns the request, and the registered office and fiscal details of the Registrant who has use of the domain name;
 - the identifying code of the old MNT and of the new MNT which completes the registration;
 - the second part is relative to freedom from responsibility in the case of false declaration;
- the third part contains:
 - date and place in which the document of request for modification of MNT is produced;
 - signature of the applicant.
 - the fourth part is relative to the information regarding protection and conservation of personal data.

No variations may be made to the form mentioned above. The Registrant must compile all the compulsory fields for his/her “category” of reference, as summarised in the following table.

Compilation of the request for modification of MNT

Data required	Domain name assigned to natural person (without VAT number)	Domain name assigned to subjects other than natural person	Notes
Name and surname of applicant and signatory of request for cancellation of registration	Compulsory	Compulsory	(1)
Place of birth	Compulsory	Compulsory	(2)
Date of birth	Compulsory	Compulsory	(3)
Residence	Compulsory	“not applicable”	(4)
Fiscal code/Identity document	Compulsory	Compulsory	(5)
Firm name	“not applicable”	Compulsory	(6)
Name and surname of legal representative	“not applicable”	Compulsory	
Registered office	“not applicable”	Compulsory	(7)
VAT number	“not applicable”	Compulsory	(8)

Formattato: Inglese (Regno Unito)

Eliminato: 2.3.1.1

Identification of current MNT	Compulsory	Compulsory	(9)
Identification of new MNT	Compulsory	Compulsory	(10)
Signature of applicant	Compulsory	Compulsory	(11)

Note

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated names or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form “day-month-year”.
- (4) There must be the complete postal address of the person in (1). For natural person resident out of Italy, it is also necessary to specify the foreign state of residence.
- (5) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (6) The exact and full name of the requesting firm must be indicated (e.g.: Pippo Limited Company, Pippo Limited Partnership, etc.).
- (7) There must be the registered office of the organisation in (6) requesting the domain name (complete postal address, including: street, town, province, post code, foreign state if relevant).
- (8) There must be the VAT number or numerical fiscal code of the requesting organisation. For de facto associations without fiscal code, the date of constitution must be indicated. For organisations located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (9) There must be the MNT identification (field “mnt-by” of the item “domain”).
- (10) The communication of request for modification of MNT must be signed by the person indicated in (1).

For Registrants (natural and/or juridical persons) of a member state of the EU other than Italy, the same principles are applied, save that foreseen by current legislation in the single member states.

2.3.1.1 Request form for modification of the MNT of a domain name assigned to a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of MNT for the domain name _____ .IT

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) resident in (**postal address [street/square, locality, post code, province or foreign state]**) fiscal code or number of identity document (**fiscal code/identity document number**), Registrant of the domain name in hand, requests the modification of MNT for the same domain name from ...-MNT to ...-MNT.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Modification of MNT for domain names assigned to natural person– Version 2007-02

Signed
First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the MNT of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request. The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for modification of the MNT. The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”

2.3.1.2 Request form for modification of the MNT of a domain name assigned to a subject other than a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of MNT for the domain name _____ .IT

The undersigned (**first name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code **or** number of identity document (**tax code/identity document number**), delegated to represent for the present agreement the organisation named (**firm name**) with legal representative (**first name surname**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**) assignee of the domain name in hand, requests the modification of MNT for the same domain name from ...-MNT to ...-MNT.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Modification of MNT for domain names assigned to subjects other natural person– Version 2007-02

Signed
First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the MNT of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request. The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for modification of the MNT. The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”

2.3.1.3 Sending the requests for modification of MNT to the Registry

Request for modification of MNT can be sent to the Registry by the new MNT or by the Registrant via conventional post, by special delivery service and by fax. For greater efficiency of operation, it is recommended that the new MNT sends the request. The requests for modification of MNT transmitted by fax must be sent only to the number +39 050 570230. The compilation of the request for MNT modification can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents. The request for modification of MNT must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.3.1.4 Verification of the paper request for modification of MNT

2.3.1.4.1 Verification of the legibility of requests for modification of MNT received by the Registry

The Registry assesses and notifies regarding the requests for modification of MNT which contain at least the following legible data:

- domain name in the DBNA;
- Registrant of the domain name;
- identifying code of the old MNT of the domain name and/or of the new MNT.

If any of this information is missing, no communication is given to the Registrant of the domain name or to the new MNT present in the request.

2.3.1.4.2 Verification of congruency between request for modification of MNT and data in the DBNA

The Registry, when receiving a legible paper request for modification of MNT proceeds to verify the congruency between data in the request and the data in the DBNA. The Registry verifies:

- the correspondence between domain name indicated in the request and the field “domain:” present in the DBNA;
- the correspondence between VAT number or fiscal code of the Registrant indicated in the request and the field “regCode:” present in the DBNA for the domain name;
- the correspondence between name of the Registrant indicated in the request and the field “name:” present in the DBNA for the domain name;
- the correspondence between the name of the old MNT indicated in the request and the field “mnt-by:” present in the DBNA for the domain name.

If the verification does not give a positive result the Registry sends to the new MNT an e-mail communication containing the incongruence detected, and also the date and time of receipt of the request for modification of MNT as recorded by the Registry.

If the identifying code of the new MNT is not legible or does not correspond to a MNT possessing an active contract with the Registry, the e-mail communication is sent to the old MNT.

In this case the operations concludes and the data in the DBNA of the domain name concerned in the MNT modification request remain unaltered.

2.3.1.4.3 Positive notification of a receipt of a request for modification of MNT

The requests containing domain name, Registrant and new and old MNT will have notifications sent via e-mail to the two MNT indicated in the MNT modification request. The e-mail of notification sent to the MNT contains:

- the domain name;
- the date and time of receipt of the request for modification of MNT;
- the name of the two MNT involved in the operation;
- the number of pages of the document received;
- the legibility of the document.

At the same time as sending the communication of receipt of the request to the MNT, the Registry modifies the status of the domain name in the DBNA to “REGISTRAR-TRANSFER” and modifies the identifying code from the old MNT to the new MNT.

2.3.1.5 The technical form for modification of MNT

To conclude the operation of MNT modification, a technical form must be sent by the new MNT to the address `domain@nic.it`. The technical form must contain the item “domain” duly modified and a new item “registrant” with the new MNT as the value in the field “mnt-by:”. Also the “contact” items can be present. The technical form is subject to the same syntactic, semantic and configuration checks of the authoritative nameservers, as those of the technical forms regarding the registration of new domain names. The results of these checks are sent via e-mail, both to the MNT and to the sender of the same technical form.

Example of technical form for modification of MNT

```
password:      abcdefgh
domain:        zigozago.it
registrant:    AUTO-1
admin:         AUTO-2
tech:          BL16-ITNIC
nserver:       dns.provider.it
nserver:       dns2.babaluba.it
mnt-by:        ZAGO-MNT
name:          Mago Zigo Zago S.p.A.
org:           Mago Zigo Zago S.p.A.
contactID:     AUTO-1
regCode:       02118110789
contactType:   R
entityType:    2
consentForPublishing: 1
street:        Via Del Lago, 7
city:          Roma
stateOrProvince: RM
postalCode:    00125
countryCode:   IT
nationalityCode: IT
voice:         +39.06316733893
fax:           +39.06783485748
email:         info@zigozago.it
mnt-by:        ZAGO-MNT
name:          Barbara Lari
org:           Mago Zigo Zago S.p.A.
contactID:     AUTO-2
contactType:   C
consentForPublishing: 1
```

street: Via Del Lago, 7
city: Roma
stateOrProvince: RM
postalCode: 00125
countryCode: IT
voice: +39.06316733888
fax: +39.06783485799
email: mago@zigozago.it
mnt-by: ZAGO-MNT

2.3.1.6 Verification of congruency between technical form and data in the DBNA and of validity of request for modification of MNT

The Registry, when it has received a correctly compiled technical form, activates the procedures for the conclusion of the modification of MNT.

If the new MNT does not send a technical form within the 10 working days following the date of activation of the procedure of modification of MNT, the Registry records the expiry of the request and eliminates the value of the status in the DBNA of "REGISTRAR-TRANSFER" and restores the value of the previous MNT in the field "mnt-by:" of the domain name, confirming this to the two MNT involved in the operation of MNT modification.

If the verification on the technical form does not give a positive result, the Registry notifies, via e-mail, to the new MNT the incongruence detected and requests the sending of a new technical form. The MNT, from the date of notification, has 10 working days to send a new technical form to the Registry. If the Registry does not receive a new correct technical form within the time limit indicated above, records the expiry of the request and eliminates the value of the status in the DBNA of "REGISTRAR-TRANSFER" and it restores the value of the previous MNT in the field "mnt-by:" of the domain name. Confirmation of this is given via e-mail to the two MNT involved in the operation of MNT modification.

2.3.1.7 Operational activation of modification of MNT for the domain name

If the verification gives a positive result, the Registry proceeds to conclude the process of MNT modification, carrying out the following operations:

- 1) registration of data sent by the new MNT, through the technical form, in the DBNA and removal of the status of "REGISTRAR-TRANSFER". At the moment of data loading into the DBNA a communication via e-mail is sent to the new and old MNT relative to the positive conclusion of the operation of MNT modification. The old MNT is also requested to remove authorisation from the previous authoritative nameservers for the domain name concerned;
- 2) registration of the information relative to the authoritative nameservers for the domain name modified in the master nameserver of the ccTLD.it or in the corresponding geographic zone and their operational activation, according to the updating procedure of the zone of the ccTLD.it.

2.3.2 Request for change from MNT to Registrar of a domain name already registered

A Registrant wishing to transfer the domain name assigned to him/her from the current Maintainer to a Registrant, must send a paper request to the Registry in compliance with Sect. 3.6 of the "Guidelines for the management of synchronous operations on domain names of the ccTLD.it". The domain name in question must not be in any of the following asynchronous statuses: REGISTRAR-TRANSFER, BULK-TRANSFER, REGISTRANT-TRANSFER, PENDING-DELETE, REVOKED, REDEMPTION-PERIOD, REGISTRAR-LOCK, REGISTRAR-HOLD, REGISTRANT-HOLD, THIRDPARTY-HOLD, REGISTRY-LOCK, REGISTRY-HOLD, TO-BE-REASSIGNED.

2.3.3 Request for change from Registrar to MNT of a domain name already registered

Starting from January 01, 2011 it is no longer possible to carry out this operation.

2.4 Request for modification of Registrant of a domain name already registered

A Registrant wishing to transfer the domain name assigned to him/her to another Registrant, must send a formal request to the Registry together with a new LAR on the part of the new Registrant. The new Registrant can at the same time indicate in the LAR a different MNT from that of the previous Registrant of the domain name without having to attach the form for modification of the MNT.

If, on the other hand, the new Registrant wishes to pass the domain name from a Maintainer to a Registrar, the procedure to follow is described in Sect. 3.8 of the "Guidelines for managing synchronous operations on domain names in the ccTLD.it".

There are several forms on the website of the Registry for the request for modification of Registrant as indicated at points [2.4.2](#), [2.4.3](#), [2.4.4](#), [2.4.5](#), [2.4.6](#) and [2.4.7](#).

The forms are divided into four parts:

- the first part contains the following information:
 - domain name object of the modification of the Registrant;
 - if the Registrant is a natural person:
- their personal and fiscal details;
 - if the Registrant is a subject other than natural person it contains:
 - the personal and fiscal details of the natural person who, as legal representative of the Registrant, undersigns the request, and the registered office and fiscal details of the Registrant who has use of the domain name;
- if the new Registrant is a natural person:
 - their personal and fiscal details;
- if the new Registrant is a subject other than natural person it contains:
 - the personal and fiscal details of the natural person who, as legal representative of the new Registrant, undersigns the request, and the relative registered office and fiscal details;
 - the second part is relative to freedom from responsibility of the Registry in the case of false declaration;
- the third part contains:
 - date and place in which the document of request for modification of the Registrant is produced;
 - signatures of the natural person or legal representatives of the Registrants.
- the fourth part is relative to the information regarding protection and conservation of personal data.

No variations may be made to the forms mentioned above. The Registrant must compile all the compulsory fields for his/her "category" of reference, as summarised in the following table.

Compilation of the request for modification of Registrant

Data required	Domain name assigned to natural person (without VAT number)	Domain name assigned to subjects other than natural person	Notes
Name and surname of applicants and signatories of request for modification of Registrant	Compulsory	Compulsory	(1)
Place of birth	Compulsory	Compulsory	(2)
Date of birth	Compulsory	Compulsory	(3)

Eliminato: 2.4.2
Formattato: Inglese (Regno Unito)
Eliminato: 2.4.3
Eliminato: 2.4.4
Eliminato: 2.4.5
Formattato: Inglese (Regno Unito)
Formattato: Inglese (Regno Unito)
Formattato: Inglese (Regno Unito)

Residence	Compulsory	“not applicable”	(4)
Fiscal code/Identity document	Compulsory	Compulsory	(5)
Type	“not applicable”	Compulsory	(6)
Firm name	“not applicable”	Compulsory	(7)
Name and surname of legal representative	“not applicable”	Compulsory	
Registered office	“not applicable”	Compulsory	(8)
VAT number	“not applicable”	Compulsory	(9)
Signatures of applicants	Compulsory	Compulsory	(10)

Notes

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated names or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form “day-month-year”.
- (4) There must be the complete postal address of the person in (1). For natural person resident out of Italy, it is also necessary to specify the foreign state of residence.
- (5) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (6) The exact and full name of the requesting firm must be indicated (e.g.: Pippo Limited Company, Pippo Limited Partnership, etc.).
- (7) The registered office of the organisation in (6) requesting the domain name (complete postal address, including: street, town, province, post code, foreign state if relevant).
- (8) The VAT number or numerical fiscal code of the requesting organisation. For de facto associations without fiscal code, the date of constitution must be indicated. For organisations located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (9) The communication of request for modification of Registrant must be signed by the persons indicated in (1).

For Registrants (natural and/or juridical persons) of a member state of the EU other than Italy, the same principles are applied, save that foreseen by current legislation in the single member states.

For the forms mentioned above there must be a new attached LAR compiled by the new Registrant. The method of compilation is the same as that described at point [2.1.1](#) for new registrations.

Formattato: Inglese (Regno Unito)

Eliminato: 2.1.1

2.4.1 Particular cases of modification of the Registrant

For operations of modification of Registrant due to universal or particular succession, or company transformation, merger, incorporation or change of name, the procedure is identical to that described above, apart from the fact that the document containing the details of the current and new Registrant must only be undersigned by the latter and it must contain the data of the previous Registrant of the domain name already present in the DBNA as well as the data of the Registrant after the company transformation, merger, incorporation or change of name.

For operations of modification of Registrant, of a domain name assigned to a natural person, due to universal or particular succession there must be attached together with the request and the LAR, a declaration of the heirs relative to the entitlement of the new Registrant to succeed as the new assignee of the domain name.

For operations of modification of Registrant due to company transformation, change of name, merger or incorporation, there must be attached together with the request and the LAR, appropriate documentation which substantiates the modifications of the organisation that have determined the request for modification of the Registrant.

2.4.2 Request form for modification of Registrant of a domain name (from natural person to natural person)

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of the Registrant for the domain name _____**.IT**

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) resident in (**postal address [street/square, locality, post code, province or foreign state]**) fiscal code or number of identity document (**fiscal code/identity document number**), current Registrant of the domain name in hand requests the registry of the ccTLD.it to assign the domain name to (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) resident in (**postal address [street/square, locality, post code, province or foreign state]**) fiscal code or number of identity document (**fiscal code/identity document number**), who, through the undersigning of this document expresses his/her approval to have assigned to him/her the legal ownership of the domain name concerned.

The signatories are aware that the Registry may act towards them with civil action and, if it is the case, penally, in the hypothesis of false declaration, and they also assure that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Modification of Registrant of domain name from natural person to natural person– Version 2007-02

Signed (Current Registrant)

Named and surname

(Signature)

Signed (new Registrant)

Name and surname

(Signature)

"Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the Registrant of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request. The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for modification of the Registrant. The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica."

2.4.3 Request form for modification of Registrant of a domain name (from natural person to subject other than natural person)

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of Registrant for the domain name _____ **.IT**

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) resident in (**postal address [street/square, locality, post code, province or foreign state]**) fiscal code or number of identity document (**fiscal code/identity document number**), current Registrant of the domain name in hand requests the Registry of the ccTLD.it to assign the domain name object of this request to the organisation named (**firm name**) with legal representative (**first name surname**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**) represented for the present agreement by (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**fiscal code/identity document number**), who, through the undersigning of this document expresses his/her approval to have assigned the legal ownership to him/her of the domain name concerned.

The signatories are aware that the Registry may act towards them with civil action and, if it is the case, penally, in the hypothesis of false declaration, and they also assure that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Modification of Registrant from natural person to subjects other than natural person– Version 2007-02

Signed (current Registrant)
Named and surname

(Signature)

Signed (new Registrant)
Name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the Registrant of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request. The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for modification of the Registrant. The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”

2.4.4 Request form for modification of Registrant of a domain name (from a subject other than natural person to natural person)

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of Registrant for the domain name _____**.IT**

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**fiscal code/identity document number**), as legal representative of the organisation named (**firm name**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**), current Registrant of the domain name in hand requests the Registry of the ccTLD.it to assign the domain name object of this request to (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) resident in (**postal address [street/square, locality, post code, province or foreign state]**) fiscal code or number of identity document (**fiscal code/identity document number**), who, through the undersigning of this document expresses his/her approval to have assigned to him/her the legal ownership of the domain name concerned.

The signatories are aware that the Registry may act towards them with civil action and, if it is the case, penally, in the hypothesis of false declaration, and they also assure that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Modification of Registrant from subjects other than natural person to natural person– Version 2007-02

Signed (current Registrant)
Named and surname

Signed (new Registrant)
Name and surname

(Signature)

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the Registrant of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request. The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for modification of the Registrant. The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”

2.4.5 Request form for modification of Registrant of a domain name (from a subject other than natural person to another subject other than natural person)

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of Registrant for the domain name _____ .IT

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**fiscal code/identity document number**), as legal representative of the organisation named (**firm name**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**), current Registrant of the domain name in hand requests the Registry of the ccTLD.it to assign the domain name object of this request to the organisation named (**firm name**) with legal representative (**first name surname**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**), represented for the present agreement by (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**fiscal code/identity document number**), who, through the undersigning of this document expresses his/her approval to have assigned to him/her the legal ownership of the domain name concerned.

The signatories are aware that the Registry may act towards them with civil action and, if it is the case, penally, in the hypothesis of false declaration, and they also assure that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Modification of Registrant between two subjects other than natural person– Version 2007-02

Signed (current Registrant)
Named and surname

Signed (new Registrant)
Name and surname

(Signature)

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the Registrant of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request. The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for modification of the Registrant. The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”

2.4.6 Request form for modification of Registrant of a domain name due to company transformation, merger, incorporation or change of name

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of Registrant for the domain name _____ .IT due to company transformation/merger/incorporation/change of name

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**fiscal code/identity document number**), as legal representative of the organisation named (**new firm name**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**), states that the domain name object of this request has been object of:

- ☐ company transformation
- ☐ company merger
- ☐ company incorporation
- ☐ change of name

that has determined the variation from the previous name (**previous company name**) VAT number (**VAT number or numerical fiscal code**). By undersigning this document he/she expresses his/her approval to have assigned to him/her the legal ownership of the domain name concerned. The required documentation, as proof of the above mentioned declaration, is enclosed to the present form.

The signatory is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

*Modification of Registrant due to company transformation/merger/incorporation/change of name -
Version 2007-02*

Signed
Name and surname

(Signature)

"Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the Registrant of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request. The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for modification of the Registrant. The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica."

2.4.7 Request form for modification of Registrant of a domain name due to succession

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of Registrant for the domain name _____ .IT due to succession

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**fiscal code/identity document number**), in consequence of the death of (**name surname**), Registrant of the domain name, designated as heir, asks for the assignment of the legal ownership of the domain name concerned and to succeed in the assignation. The required documentation and the declaration to have the right in the assignation in use of the domain name, are enclosed to the present form.

The signatory is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Modification of Registrant due to succession - Version 2007-02

Signed
Name and surname

(Signature)

"Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the Registrant of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request. The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for modification of the Registrant. The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica."

2.4.8 Sending the requests for modification of Registrant to the Registry

Requests for modification of Registrant can be sent to the Registry by the Registrant or by the MNT via conventional post, by special delivery service and by fax. For greater efficiency of operation, it is recommended that the MNT indicated in the LAR sends the request. The requests for modification of Registrant transmitted by fax must be sent only to the number +39 050 570230; requests sent to any other number are not accepted. The compilation of the request for modification of Registrant can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The request for modification of Registrant must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.4.9 Verification of legibility of requests for modification of Registrant received by the Registry

The Registry assesses the requests for modification of registrant, containing legible data and communicates to the MNT the following data:

- the domain name object of the request;
- Registrant of the domain name;
- identifying code of the MNT indicated in the new LAR.

In all other cases, no communication is given to the Registrant of the domain name or to the MNT present in the new LAR.

2.4.10 Verification of congruency between paper request for modification of Registrant and data in the DBNA and technical form

The Registry, when receiving a legible paper request for modification of Registrant proceeds to verify the congruency between data in the request and the data in the DBNA. In particular, the Registry verifies:

- the correspondence between domain name indicated in the request and the field “domain:” present in the DBNA;
- the correspondence between VAT number or fiscal code of the old Registrant indicated in the request and the field “regCode:” present in the DBNA for that domain name;
- the correspondence between the name of the old Registrant indicated in the request and the field “name:” present in the DBNA for the domain name;
- the correspondence between the name of new Registrant and the value of the field “name:” in the technical form.
- the correctness of the data indicated in the LAR by the new Registrant;
- the correspondence between the name of the MNT in the LAR and the field “mnt-by:” in the technical form;
- the correspondence between VAT number or fiscal code of the new Registrant indicated in the LAR and the field “regCode:” in the technical form for that domain name;
- the congruency between residence or registered office of the new Registrant indicated in the LAR and the various fields of the technical form that make up the registered office or residence of the natural person (“street:”, “city:”, “stateOrProvince:”, “postalCode:”, “countryCode:” of the item “registrant” of the technical form);
- the congruency, where possible in the case of natural person, between the data of the fiscal

code of the new Registrant indicated in the LAR and in the field “regcode:” of the technical form and the data of birth of the new Registrant;

- that the domain name is not already in one of the following statuses: “CHALLENGED”, “REGISTRAR-TRANSFER”, “REGISTRANT-TRANSFER”, “REGISTRANT-HOLD”, “REGISTRAR-HOLD”, “REGISTRAR-LOCK”, “REGISTRY-LOCK”, “REGISTRY-HOLD”, “THIRDPARTY-HOLD”, “REDEMPTION-PERIOD”, “REDEMPTION-NO-PROVIDER”, “REVOKED”, “PENDING-DELETE” and “TO-BE-REASSIGNED”.

If the verification does not give a positive result the Registry sends to the MNT indicated in the LAR an e-mail communication containing the incongruence detected, and also the date and time of receipt of the request for modification of Registrant as recorded by the Registry.

If the identifying code of the new MNT is not legible or does not correspond to a MNT possessing an active contract with the Registry, the e-mail communication is sent to the MNT present in the DBNA for that domain name.

In both cases mentioned above, the data in the DBNA relative to the domain name concerned in the Registrant modification request remain unaltered.

2.4.11 Positive notification of receipt of the request for modification of Registrant

If the request for modification of Registrant is legible and verification of congruency referred to at point 2.4.7 is positive, the Registry sends via e-mail to the MNT involved in the request the following data:

- the domain name;
- the date and time of receipt of the request for modification of Registrant;
- the number of pages of the document received;
- the legibility of the document.

At the same time as sending the communication of receipt of the request to the MNT, the Registry modifies the status of the domain name to “REGISTRAR-TRANSFER”. If in the registrant modification operation also the MNT is to be modified also the value of the status “REGISTRAR-TRANSFER” is added, and, for the domain name concerned the identifying code of the old MNT is replaced by that of the new MNT indicated in the LAR.

2.4.12 Possible further documentation required by the Registry for operations of modification of the Registrant

For operations of modification of Registrant due to universal or particular succession, the Registry requires appropriate documentation, which substantiates the entitlement of the new Registrant to succeed as the new assignee of the domain name.

For operations of modification of Registrant due to company transformation, change of name, merger or incorporation, the Registry requires appropriate documentation, which substantiates the modifications of company transformation, change of name, merger or incorporation.

2.4.13 Validity of the request for modification of the Registrant

The request for modification of Registrant must be accompanied by a technical form, sent by the MNT of the new Registrant within 10 working days from the arrival of the paper request at the Registry. Without this form from the MNT within this time limit, the Registry records the expiry of the request, eliminating the value of the status in the DBNA of “REGISTRANT-TRANSFER” and possible “REGISTRAR-TRANSFER” and restoring in the DBNA the data previous to the request for modification of Registrant, confirming this via e-mail to the MNT involved in the operation.

2.4.14 The technical form

To conclude the operation of modification of Registrant a technical form must be sent by the

MNT of the new Registrant, to the address domain@nic.it.

The technical form must contain the items “domain” and “registrant” and, if necessary, the administrative and technical contacts to be modified.

2.4.15 Example of technical form for modification of Registrant

password:	abcdefgh
domain:	zigozago.it
registrant:	AUTO-1
admin:	AUTO-2
tech:	BL16-ITNIC
nserver:	dns.provider.it
nserver:	dns2.babaluba.it
mnt-by:	ZAGO-MNT
name:	Lago Blu S.r.l.
org:	Lago Blu S.r.l.
contactID:	AUTO-1
regCode:	12337690444
contactType:	R
entityType:	2
consentForPublishing:	1
street:	Via Del Fiume, 16
city:	Napoli
stateOrProvince:	NA
postalCode:	80120
countryCode:	IT
nationalityCode:	IT
voice:	+39.081416633121
fax:	+39.081882985767
email:	lake@zigozago.it
mnt-by:	ZAGO-MNT
name:	Carlo Monte
org:	Lago Blu S.r.l.
contactID:	AUTO-2
contactType:	C
consentForPublishing:	1
street:	Via Del Fiume, 16
city:	Napoli
stateOrProvince:	NA
postalCode:	80120
countryCode:	IT
voice:	+39.081416634567
fax:	+39.081882988899
email:	carlo.monte@zigozago.it
mnt-by:	ZAGO-MNT

2.4.16 Syntactic and semantic check of the technical form

The technical form, sent to the address domain@nic.it, is subject to the same syntactic, semantic and configuration verification of the authoritative nameservers as those used for the technical forms for the registration of a new domain name (point [2.1.3.1](#)). The results of this verification are sent via e-mail, both to the MNT indicated in the LAR, and to the sender of the technical form.

Formattato: Inglese (Regno Unito)

Eliminato: 2.1.3.1

2.4.17 Verification of congruency between technical form and data in the LAR of the new

Registrant

The Registry, when it has received a correctly compiled technical form from the MNT of the new Registrant, activates the same procedures and verification of congruency between technical form and LAR, as described at point 2.1.3.4.

If the check does not give a positive result, the Registry sends an e-mail to the MNT in which communicates the incongruence detected and requests the sending of a new technical form. The MNT, from the date in which the Registry receive the paper request, has 10 working days to reply to the Registry. If there is no reply the Registry, within the time limit indicated above, records the expiry of the request and eliminates the value of the status of "REGISTRANT-TRANSFER" and if necessary the status of "REGISTRAR-TRANSFER" in the DBNA and it restores the data previous to the request for modification of Registrant. Confirmation of this is given via e-mail to the two MNT involved in the operation.

2.4.18 Operational activation of the modification of Registrant to the domain name

If the verification gives a positive result, the Registry proceeds to conclude the process of Registrant modification, carrying out the following operations:

- 1) registration of data sent by the MNT, through the technical form, in the DBNA and removal of the status of "REGISTRANT-TRANSFER" and if necessary, "REGISTRAR-TRANSFER" and restoration of the status of ACTIVE,AUTO-RENEW. Both old and new MNT are notified of this operation;
- 2) registration of the information relative to the authoritative nameservers for the domain name modified in the master nameserver of the ccTLD.it or in the corresponding geographic zone and their operational activation, according to the updating procedure of the zone of the ccTLD.it;
- 3) activation, if requested, of the service of secondary nameserver on one of the nameservers managed by the Registry, as defined in the procedure of secondary nameserver activation offered by the Registry.

2.5 Cancellation of a domain name already registered

2.5.1 Request by the Registrant

The Registrant intending to cancel a domain name assigned to him/her must make a formal request to the Registry.

There are two forms regarding cancellation of a domain name on the website of the Registry, as specified at points 2.5.2 and 2.5.3.

The forms are divided into five parts:

- the first part contains the following information:
 - domain name object of the modification of the Registrant;
 - if the Registrant is a natural person:
 - their personal and fiscal details;
 - if the Registrant is a subject other than natural person it contains:
 - the personal and fiscal details of the natural person who, as legal representative of the Registrant, undersigns the request, and the registered office and fiscal details of the Registrant who has use of the domain name;
- the second part informs the Registrant requesting a cancellation for a domain name of regulatory aspects of the operation. In order to safeguard the registrant, explicit consent is asked to use the safeguard instruments provided for by the Regulations (domain name passage to REDEMPTION-PERIOD or REVOKED);
- the third part is relative to freedom from responsibility of the Registry in the case of false declaration;

- the fourth part contains:
 - date and place in which the document of request for cancellation is produced;
 - signature of the legal representative of the organisation assignee of the domain name.
- the fifth part is relative to the information regarding protection and conservation of personal data.

No variations may be made to the forms mentioned above. The Registrant must compile all the compulsory fields for his/her “category” of reference, as summarised in the following table.

Compilation of the request for cancellation

Data required	Domain name assigned to natural person (without VAT number)	Domain name assigned to subjects other than natural person	Notes
Name and surname of applicant and signatory of request for cancellation	Compulsory	Compulsory	(1)
Place of birth	Compulsory	Compulsory	(2)
Date of birth	Compulsory	Compulsory	(3)
Residence	Compulsory	“not applicable”	(4)
Fiscal code/Identity document	Compulsory	Compulsory	(5)
Firm name	“not applicable”	Compulsory	(6)
Name and surname of legal representative	“not applicable”	Compulsory	
Registered office	“not applicable”	Compulsory	(7)
VAT number	“not applicable”	Compulsory	(8)
Signatures of applicants	Compulsory	Compulsory	(9)

Notes

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated names or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form “day-month-year”.
- (4) There must be the complete postal address of the person in (1). For natural person resident out of Italy, it is also necessary to specify the foreign state of residence.
- (5) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (6) The exact and full name of the requesting firm must be indicated (e.g.: Pippo Limited Company, Pippo Limited Partnership, etc.).
- (7) The registered office of the organisation in (6) requesting the domain name (complete postal address, including: street, town, province, post code, foreign state if relevant).
- (8) The VAT number or numerical fiscal code of the requesting organisation. For de facto associations without fiscal code, the date of constitution must be indicated. For organisations located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (9) The communication of request for cancellation must be signed by the person indicated in (1).

For Registrants (natural and/or juridical persons) of a member state of the EU other than Italy, the same principles are applied, save that foreseen by current legislation in the single member states.

2.5.2 Request form for cancellation of a domain name assigned to a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1

I-56124 Pisa (Italy)

Subject: cancellation of the domain name _____.**.IT**

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) resident in (**postal address [street/square, locality, post code, province or foreign state]**) fiscal code or number of identity document (**fiscal code/identity document number**), Registrant of the domain name concerned, requests the cancellation of the domain name in hand.

The undersigned, requesting the cancellation for the domain name concerned, in particular under his/her own responsibility, declares:

- a) that he/she is aware that the domain name, before its definitive cancellation from the DBNA, will pass to the status of "REDEMPTION-PERIOD", for 30 (thirty) days; in this status the data in the DBNA for this domain name remains visible. The status of "REDEMPTION-PERIOD" allows the Registrant to restore the complete operativeness of the domain name. This is subject to the MNT associated with the domain name sending the technical form and therefore exercising a right to reconsideration of the cancellation. At the conclusion of the time period foreseen for the status of "REDEMPTION-PERIOD" the domain name passes to the status of "PENDING-DELETE", for a maximum of 5 (five) days; in this status the data in the DBNA for the domain name remain visible.
- b) If the Registrant wishes to renounce to the right of reconsideration, the domain name, before its definitive cancellation from the DBNA, does not pass to the status of "REDEMPTION-PERIOD" but to that of "REVOKED" and it is therefore no longer possible for the Registrant to restore its complete operativeness. At the same time as the passage to the status of "REVOKED" all the data of the Registrant of the domain name are removed from the DBNA.
- c) With cognizance of the above, the Registrant requests (check the relevant box):
 - ☐ passage of the domain name to the status of "REDEMPTION-PERIOD"
 - ☐ direct passage of the domain name to the status of "REVOKED", without making use of the status of "REDEMPTION-PERIOD"
 - ☐ direct passage of the domain name to the status of "PENDING-DELETE" without making use of the status of "REDEMPTION-PERIOD" for domain names object of a pending challenge.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Cancellation of domain names assigned to natural person– Version 2007-02

Signed
First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of cancellation of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request. The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for cancellation. The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.

2.5.3 Request form for cancellation of a domain name assigned to a subject other than a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: cancellation of the domain name _____ .IT

The undersigned (*first name surname*) born *in (place of birth and [province or foreign state])* on (*date of birth*) fiscal code or number of identity document (*tax code/identity document number*), legal representative of the organisation named (*firm name*) VAT number (*VAT number or numerical fiscal code*) with registered office in (*registered office [street/square, locality, post code, province or foreign state]*) assignee of the domain name concerned, requests the cancellation of the domain name in hand.

The undersigned, requesting the cancellation for the domain name concerned, in particular under his/her own responsibility, declares:

- a) that he/she is aware that the domain name, before its definitive cancellation from the DBNA, will pass to the status of "REDEMPTION-PERIOD", for 30 (thirty) days; in this status the data in the DBNA for this domain name remains visible. The status of "REDEMPTION-PERIOD" allows the Registrant to restore the complete operativeness of the domain name. This is subject to the MNT associated with the domain name sending the technical form and therefore exercising a right to reconsideration of the cancellation. At the conclusion of the time period foreseen for the status of "REDEMPTION-PERIOD" the domain name passes to the status of "PENDING-DELETE", for a maximum of 5 (five) days; in this status the data in the DBNA for the domain name remain visible.
- b) If the Registrant wishes to renounce the right of reconsideration of the domain name, before its definitive cancellation from the DBNA, it does not pass to the status of "REDEMPTION-PERIOD" but to that of "REVOKED" and it is therefore no longer possible for the Registrant to restore its complete operativeness. At the same time as the passage to the status of "REVOKED" all the data of the Registrant of the domain name are removed from the DBNA.
- c) With cognizance of the above, the Registrant requests (check the relevant box):
 - ☐ passage of the domain name to the status of "REDEMPTION-PERIOD"
 - ☐ direct passage of the domain name to the status of "REVOKED" without making use of the status of "REDEMPTION-PERIOD"
 - ☐ direct passage of the domain name to the status of "PENDING-DELETE" without making use of the status of "REDEMPTION-PERIOD" for domain names object of a pending challenge.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penalty, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Cancellation of domain names assigned to subjects other than natural person– Version 2007-02

Signed

First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of cancellation of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for cancellation.

The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.

2.5.4 Sending requests for cancellation to the Registry

Requests for cancellation can be sent to the Registry by the Registrant or by the MNT via conventional post, by special delivery service and by fax. For greater efficiency of operation, it is recommended that the MNT indicated in the LAR sends the request. The requests for cancellation transmitted by fax must be sent only to the number +39 050 570230; requests sent to any other number are not accepted. The compilation of the request for cancellation can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The request for cancellation of domain name must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.5.5 Verification of legibility of the request for cancellation sent to the Registry

The Registry assesses the requests for cancellation containing legible data and communicates to the MNT the following data:

- the domain name in the DBNA;
- Registrant of the domain name.

In all other cases, no communication is given to the Registrant of the domain name or to the MNT present in the DBNA.

2.5.6 Verification of congruency between paper request for cancellation of the domain name and data in the DBNA

The Registry, on receiving a legible request for cancellation, proceeds to verify the congruency between data in the request and that in the DBNA. In detail, the Registro verifies that:

- a) the compulsory data of the cancellation request are not incorrectly indicated or incomplete;
- b) the format of the templates have not been altered from those made available by the Registry;
- c) the request for cancellation is not written in a language other than Italian;
- d) before the signature at the bottom of the cancellation form, the name and surname of the signatory is not specified, or it is relative to a person different from the applicant for the domain name;
- e) the request has been sent to the Registry fax to a different number from +39 050 570230;
- f) in the request for cancellation there is not a check in box relative to the choice of passage of the domain name to the status of. "REDEMPTION-PERIOD" or "REVOKED";
- g) there is correspondence between domain name indicated in the request and the field "domain:" in the DBNA;
- h) there is correspondence between the name of the Registrant indicated in the request and the field "name:" in the DBNA for the domain name;
- i) there is correspondence between residence and registered office of the Registrant indicated in the request for cancellation and the various fields in the DBNA which make up the registered office or residence of the natural person ("street:", "city:", "stateOrProvince:", "postalCode:", "countryCode:" of the item "registrant");
- j) there is correspondence between VAT number of fiscal code of the Registrant indicated in the request for cancellation and the field "regCode:" in the DBNA for that domain name;

If the check does not give a positive result and/or the request is incorrectly compiled, the

Registry communicates to the MNT the incongruence detected and the date and time of receipt of the request for cancellation as recorded by the Registry: in this case the operation is concluded and the data in the DBNA relative to the domain name concerned remain unaltered.

2.5.7 Acceptance of the request for cancellation and passage to the state of "REDEMPTION-PERIOD"

If verification is positive, the request for cancellation is accepted by the Registry, which notifies via e-mail the MNT indicated in the DBNA.

The message of notification contains:

- the domain name;
- the date and time of receipt of the request for cancellation;
- the number of pages of document received;
- the legibility of the document;
- start of the procedure of cancellation.

At the same time as sending the communication of receipt of the cancellation request to the MNT, the Registry changes the value of the field "status:" of the domain name in the DBNA from "ACTIVE,AUTO-RENEW" to "REDEMPTION-PERIOD". This variation removes authorization for the authorized nameservers for the domain name whose cancellation has been requested, making the domain name no longer reachable on the Internet. The domain name remains in the status of REDEMPTION-PERIOD and assigned to the Registrant for 30 (thirty) days. The Registrant, during the period of "REDEMPTION-PERIOD", has the possibility of recovering and reactivating the domain name, maintaining the same MNT, through the MNT sending a technical form for simple modification to the address domain@nic.it.

2.5.8 Acceptance of cancellation request and passage to status of "REVOKED"

If the verification is positive and in the request for cancellation there is a check in the box for "pass the domain name directly to the status of "REVOKED" without using the status of "REDEMPTION-PERIOD", the Registry modifies the value of the field "status:" of the domain name in the DBNA from "ACTIVE,AUTO-RENEW" to "REVOKED", and to hide the identifiers in the fields "registrant:" and "admin:" of the item "domain". This variation removes authorization for the authorized nameservers for the domain name whose cancellation has been requested, making the domain name no longer reachable on the Internet. The Registrant, during the period of "REVOKED", cannot recover or reactivate the domain name. After 30 (thirty) days from passage to the status of "REVOKED" the Registry modifies the value of the field "status:" of the domain name in the DBNA from "REVOKED" to "PENDING-DELETE".

2.5.9 Recovery by Registrant of a domain name in status of "REDEMPTION-PERIOD"

A domain name can remain in the status of "REDEMPTION-PERIOD" for a maximum of 30 (thirty) days. During this period the Registrant can recover the domain name, through the MNT associated with the domain name. To do this the MNT must send a technical form of simple modification to the address domain@nic.it. This technical form undergoes the same verifications carried out during operations of simple modification of a domain name, described at point [2.2](#).

Eliminato: 2.2

2.5.9.1.1 Passage to status of "PENDING-DELETE" and definitive cancellation

The Registry, at the end of the 30 (thirty) days foreseen by the status of "REDEMPTION-PERIOD", definitively cancels from the DBNA the domain name, modifying the value of the field "status:" from "REDEMPTION-PERIOD" to "PENDING-DELETE".

The Registry cancels the domain name in "PENDING-DELETE" from the DBNA by means

of a random procedure within 5 (five) days from the passage to this state. The domain names cancelled from the DBNA are identified by the status “DELETED” and are immediately available for assignment.

2.6 Revocation of a domain name already registered

2.6.1 On request of the competent authorities

When the Registry is asked to revoke a domain name, previously assigned, due to legal proceedings or following an judicial action communicated by a competent authority, notified to the Registry within the law, the Registry modifies the value of the field “status:” of the domain name in the DBNA from “ACTIVE,AUTO-RENEW” to “REVOKED” and to hide the identifiers of the fields “registrant:”, “admin:”, “tech:” and “mnt-by:” of the item “domain:”. This variation removes authorization for the authorized nameservers for the domain name whose cancellation has been requested, making the domain name no longer reachable on the Internet. After 30 (thirty) days from passage to the status of “REVOKED” the Registry modifies the value of the field “status:” of the domain name in the DBNA from “REVOKED” to “PENDING-DELETE”

2.6.2 Due to lack of subjective requirements

The Registry, at any moment, both on its own initiative and following indication by a third party, may verify that the Registrant of a domain name continues to satisfy the subjective requirements that determined the original assignment of the domain name.

There are two request forms for verification of subjective requirements on the website of the Registry as specified at points 2.6.2.1 and 2.6.2.2.

The form is divided into four parts:

- the first part contains the following information:
 - domain name object of the request for subjective requirements;
 - if the applicant requesting the verification is a natural person;
 - their personal and fiscal details;
- if the applicant requesting the verification is a subject other than natural person it contains:
 - the personal and fiscal details of the natural person who, as representative of the Registrant, undersigns the request, and the registered office and fiscal details of the Registrant who has use of the domain name;
 - the reasons for the request for verification and the possible verifications made by the applicant.
 - the second part is relative to freedom from responsibility of the Registry in the case of false declaration;
- the third part contains:
 - date and place in which the document of request for verification of subjective requirements is produced;
 - signature of the applicant.
- the fourth part is relative to the information regarding protection and conservation of personal data.

No variations may be made to the forms mentioned above. The applicant for verification of subjective requirements must compile all the compulsory fields for his/her “category” of reference, as summarised in the following table.

Compilation of the request for subjective requirements

Data required	Request for verification of subjective requirements by natural person (without VAT number)	Request for verification of subjective requirements by subjects other than natural person	Notes
Name and surname of applicant and signatory of request for verification	Compulsory	Compulsory	(1)
Place of birth	Compulsory	Compulsory	(2)
Date of birth	Compulsory	Compulsory	(3)
Residence	Compulsory	"not applicable"	(4)
Fiscal code/Identity document	Compulsory	Compulsory	(5)
Firm name	"not applicable"	Compulsory	(6)
Name and surname of legal representative	"not applicable"	Compulsory	
Registered office	"not applicable"	Compulsory	(7)
VAT number	"not applicable"	Compulsory	(8)
e-mail address	Compulsory	Compulsory	(9)
Signature of applicant	Compulsory	Compulsory	(10)

Notes

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated names or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form "day-month-year".
- (4) There must be the complete postal address of the person in (1). For natural person resident out of Italy, it is also necessary to specify the foreign state of residence.
- (5) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (6) The exact and full name of the requesting firm must be indicated. (e.g.: Pippo Limited Company, Pippo Limited Partnership, etc.).
- (7) The registered office of the organisation in (6) requesting the domain name (complete postal address, including: street, town, province, post code, foreign state if relevant).
- (8) The VAT number or numerical fiscal code of the requesting organisation. For de facto associations without fiscal code, the date of constitution must be indicated. For organisations located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (9) An e-mail address, valid according to the RFC2822 standard, to which the Registry sends all notification regarding the request for verification of subjective requirements.
- (10) The request for verification of subjective requirements must be signed by the person indicated in (1). For Registrants (natural and/or juridical persons) of a member state of the EU other than Italy, the same principles are applied, save that foreseen by current legislation in the single member states.

2.6.2.1 Request form for verification of subjective requirements from a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for verification of subjective requirements for the domain name
_____ .IT

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) resident in (**postal address [street/square, locality, post code, province or foreign state]**) fiscal code or number of identity document (**fiscal code/identity document number**), e-mail address (**user@domain**), requests the verification of the subjective requirements of the Registrant of the domain name in hand for the following reason (**motivating description**).

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Request for verification of subjective requirements by natural person– Version 2007-02

Signed
First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of verification of subjective requirements of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for verification of subjective requirements.

The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”

2.6.2.2 Request form for verification of subjective requirements from a subject other than a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for verification of subjective requirements for the domain name
_____ .IT

The undersigned (**first name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**tax code**), delegated to represent for the present agreement the organisation named (**firm name**) with legal representative (**first name surname**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**) e-mail address (**user@domain**), requests the verification of the subjective requirements of the Registrant of the domain name in hand for the following reason (**motivating description**).

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

*Request for verification of subjective requirements by a subject other than a natural person– Version
2007-02*

Signed
First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of verification of subjective requirements of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for verification of subjective requirements.

The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”

2.6.2.3 Sending the request for verification of subjective requirements

The request for verification of subjective requirements must be sent to the Registry by means of registered post with return receipt of letter and can be sent in advance via fax only to the number +39 050 570230. The compilation of the request for cancellation can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The request for cancellation of domain name must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.6.2.4 Reasons for not accepting the request for verification of subjective requirements

All requests for verification of subjective requirements which contain errors or which lack essential data, are rejected with notification of the negative result to the e-mail address indicated in the request. Rejection occurs when:

- the domain name in question is already being subjected to a subjective verification and is therefore in the status of "REGISTRY-LOCK";
- domain name is in the status of "REGISTRANT-TRANSFER", REGISTRAR-TRANSFER, "REGISTRANT-HOLD", "REGISTRAR-HOLD", "REGISTRAR-LOCK", "REGISTRY-HOLD", "THIRDPARTY-HOLD", "PENDING-DELETE", "RESERVED", "TO-BE-REASSIGNED" and REVOKED;
- the content of the request for verification of subjective requirements is not legible;
- the request for verification of subjective requirements lacks compulsory data;
- the standard request template supplied by the Registry has been altered;
- the request is in a language other than Italian;
- before the signature at the bottom of the form, name and surname of the signatory is not specified, or it refers to a person other than the applicant;
- the request is sent to the registry via fax to a number different from +39 050 570230.

2.6.2.5 Acceptance of the request for verification of subjective requirements

If the request for verification of subjective requirements has a positive result, the Registry adds the value "REGISTRY-LOCK" to the field "status:" of the domain name in question. This variation allows no alteration, in the DBNA, of any information regarding the domain name object of the verification of subjective requirements. The Registry also sends a registered letter with return receipt of letter to the Registrant of the domain name, requesting documentation that substantiates the data recorded in the DBNA relative to the Registrant of the domain name. The Registry also sends an e-mail to the MNT giving notification of the status of "REGISTRY-LOCK" for that domain name.

The same operations are carried out also if the verification of subjective requirements is activated officially by the Registry.

The Registrant of the domain name has 15 (15) days, from receipt of the registered letter with return receipt, to send to the Registry appropriate documentation substantiating the data in the DBNA of the item "registrant" of the domain name. This documentation can be sent in advance, within the 15 (fifteen) day time limit, by fax to the number +39 050 570230. For non-Italian assignees the time limit for receipt of documentation from receipt of the registered letter is 30 (thirty) days.

2.6.2.6 Assessment of documents sent by the Registrant

If the Registrant sends the documentation required and this confirms the validity of the data in the DBNA for the item “registrant” of the domain name, the Registry eliminates the value “REGISTRY-LOCK” from the domain name. The Registry communicates the conclusion of the verification to both Registrant and MNT of the domain name, and to the subject requesting the verification. The e-mail of notification are sent to the email address in the field “e-mail:” of the item “registrant”, to the MNT of the domain name and to the e-mail address of the applicant indicated in the original request for verification.

If, within the time limit, the Registry does not receive adequate documentation, it changes the value of the status from “REGISTRY-LOCK” to “REVOKED”. The Registry communicates the conclusion of the verification to both Registrant and MNT of the domain name, and to the applicant of the request for verification. The e-mail of notification are sent to the email address in the field “e-mail:” of the item “registrant”, to the MNT of the domain name and to the e-mail address of the applicant indicated in the original request for verification.

If the verification of subjective requirements is officially activated by the Registry a communication is sent only to the Registrant and to the MNT.

After 30 (thirty) days from passage to the status of “REVOKED”, the Registry modifies the value of the field “status:” of the domain name from “REVOKED” to “PENDING-DELETE”.

2.7 Cancellation of a pending operation for a domain name

If the Registrant needs to halt to not complete the registration of a new domain name or the maintenance of a domain name already registered, requested from him/her, he/she must send a formal request to the Registry.

Cancellation requests can be sent to the Registry by the MNT or by the Registrant by conventional post, special postal delivery and via fax only to the number +39 050 542420.

There are two cancellation request forms on the website of the Registry as at points [2.7.1.1](#) e

[2.7.1.2](#)

- The form is divided into four parts:
 - the first part contains the following information:
 - domain name object of cancellation of the operation;
- if the Registrant is a natural person it contains:
 - his/her personal and fiscal details,
- if the Registrant is a subject other than natural person it contains:
 - the personal and fiscal details of the natural person who has undersigned the LAR previously sent to the Registry or of the legal representative of the organisation requesting the domain name who undersigns the request, the firm name, the address of the registered office and fiscal data of the organisation requesting and/or assignee of the domain name;
 - the identifying code of the MNT indicated in the LAR or present in the DBNA for the domain name in hand;
- the second part is relative to the freedom from responsibility of the Registry in the case of false declaration;
- the third part contains:
 - date and place in which the document of request for cancellation of the operation is requested;
 - signature of the applicant.
- the fourth part is relative to the information regarding protection and conservation of personal data.

No variations may be made to the form mentioned above. The Registrant must compile all the compulsory fields for his/her “category” of reference, as summarised in the following table, and the data must, however, correspond to the data indicated in the LAR regarding the request

Formattato: Inglese (Regno Unito)

Eliminato: 2.7.1.1

Eliminato: 2.7.1.2

Formattato: Inglese (Regno Unito)

for the domain name or to the data indicated in the DBNA for a domain name already registered.

Compilation of request for cancellation of the operation

Data required	Pending assignment of a domain name already assigned to a natural person (without VAT number)	Pending assignment of a domain name already assigned to other organisations different from natural person	Notes
Name and surname of applicant and signatory of request for cancellation of the operation	Compulsory	Compulsory	(1)
Place of birth	Compulsory	Facultative	(2)
Date of birth	Compulsory	Facultative	(3)
Residence	Compulsory	"not applicable"	(4)
Fiscal code/Identity Document	Compulsory	Facultative	(5)
Firm name	"not applicable"	Compulsory	(6)
Name and surname of legal representative	"not applicable"	Compulsory	
Registered office	"not applicable"	Compulsory	(7)
VAT number	"not applicable"	Compulsory	(8)
MNT identifier	Compulsory	Compulsory	(9)
Signature of applicant	Compulsory	Compulsory	(10)

Note

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated surnames or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form "day-month-year".
- (4) There must be the complete postal address of the person in (1). For natural person resident out of Italy, it is also necessary to specify the foreign state of residence.
- (5) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (6) The type of organisation requesting the domain name must be clearly indicated (e.g.: Pippo Limited Company, Pippo Limited Partnership, etc.).
- (7) The registered office of the organisation in (6) requesting the domain name (complete postal address, including: street, town, province, post code, foreign state if relevant).
- (8) The VAT number or numerical fiscal code of the requesting organisation. For de facto associations without fiscal code, the date of constitution must be indicated. For organisations located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (9) MNT identification (field "mnt-by" of the item "domain").
- (10) The request for cancellation of the registration or of a maintenance operation, must be signed by the person indicated in (1).

For Registrants (natural and/or juridical persons) of a member state of the EU other than Italy, the same principles are applied, save that foreseen by current legislation in the single member states.

2.7.1.1 Form for cancellation of the request for an operation for a domain name from natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: cancellation of the operation for the domain name _____ .IT

The undersigned (**name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) resident in (**postal address [street/square, locality, post code, province or foreign state]**) fiscal code or number of identity document (**fiscal code/identity document number**), applicant/Registrant for the domain name in hand with the Maintainer-MNT, requests the cancellation of the pending operation for

- ☐ new registration
- ☐ modification of the MNT
- ☐ modification of the Registrant

(check the pending operation to cancel) for the domain name requested.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Cancellation of an operation from natural person– Version 2007-02

Signed
First name and surname

(Signature)

*“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of cancellation of the request for registration, modification of the MNT or modification of the Registrant of the domain name in hand and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.
The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for cancellation of the request.
The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”*

2.7.1.2 Form for cancellation of the request for an operation for a domain name from subjects other than natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: cancellation of the operation for the domain name _____.**IT**

The undersigned (**first name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**tax code/identity document number**), delegated to represent for the present agreement the organization named (**firm name**) with legal representative (**first name surname**) VAT number (**VAT number**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**) applicant/Registrant for the domain name in hand with the Maintainer-MNT, requests, in the name of the organisation that I represent, the cancellation of the pending operation for

- ☐ new registration
- ☐ modification of the MNT
- ☐ modification of the Registrant

(check the pending operation to cancel) for the domain name requested.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Cancellation from subjects other than natural person – Version 2007-02

Signed
First name and surname

(Signature)

"Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of cancellation of the request for registration, modification of the MNT or modification of the Registrant of the domain name in hand and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for cancellation of the request.

The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica."

2.7.1.3 Notification of receipt of the request for cancellation

The Registry communicates via e-mail to the MNT all the requests for cancellation received. The communication will be sent if all the data necessary are legible. For all the positively notified requests for cancellation of registration sent by the Registry to the MNT, the Registry modifies the data in the DBNA for the domain name in hand, by putting the domain name in the status in which is. For the requests for cancellation of a registration, the Registry modifies the status from "PENDING-CREATE" to "CANCELLED-REQUEST", for the modification of the MNT the Registry modifies the status from "REGISTRAR-TRANSFER" to "ACTIVE" and restores in the DBNA the data preceding the activation of the request for modification of the MNT, for an operation of modification of Registrant, the Registry modifies of "REGISTRANT-TRANSFER" in "ACTIVE" and restores in the DBNA the data preceding the activation of the request for modification of the Registrant.

The e-mail of notification to the MNT indicates:

- the domain name;
- the date and time of receipt of the request for cancellation;
- the name of the MNT;
- the number of pages of document received;
- the legibility of the document;
- possible errors detected in the document;
- the possible need for a technical form;
- possible reasons for rejection of the request for cancellation.

2.7.1.4 Reasons for not accepting the request for cancellation of the registration

All requests for cancellation containing errors or without essential data are rejected with notification of the negative result to the MNT and leaving unaltered the status in the DBNA for the domain name concerned. This communication is sent in the following cases:

- the process of registration for the domain name requested has already been finalised and therefore the domain name is already in the status of "ACTIVE,AUTO-RENEW";
- the operation of "modification of the MNT" has already been concluded and, therefore, the domain name is already in the status of "ACTIVE,AUTO-RENEW";
- the operation of "modification of the Registrant" has already been concluded and, therefore, the domain name is already in the status of "ACTIVE,AUTO-RENEW";
- the operation of "cancellation on request of the Registrant" has already been done and the domain name is already in the status of "REDEMPTION-PERIOD" or "REVOKED";
- the applicant of the cancellation is different from the applicant and/or from the Registrant indicated in the LAR previously received by the Registry;
- the content of the cancellation request is not legible;
- the request for cancellation lacks compulsory data;
- the compulsory data in the request for cancellation are indicated incorrectly or are incomplete;
- it is not correctly specified the operation for which the cancellation is requested;
- the format of the request form, as made available by the Registry, has been altered;
- the request is written in a language other than Italian;
- the signature at the bottom of the request for cancellation it is not specified the name and surname of the signatory, or it refers to a person different from that requesting the domain name;
- the request is sent to the Registry via fax to a number other than +39 050 542420.

2.8 Suspension of a domain name already registered

The Registry, whenever it retains necessary, may verify the data indicated by the Registrant in the LAR of a domain name, registered in the preceding 2 (two) working days. The Registry proceeds to:

- 1) modify the value of the field "status:" of the domain name in the DBNA from "ACTIVE,AUTO-RENEW" to "REGISTRY-HOLD". This variation removes authorization from the authoritative nameservers of the domain name, making it no longer accessible on the Internet. The domain name however remains assigned in the DBNA to the Registrant;
- 2) communicate to the Registrant by registered letter with return receipt the passage to this status, also indicating the documentation to send to the Registry;
- 3) communicate via e-mail to the MNT of the domain name the passage to this status.
- 4) The Registrant of the domain name has 15 (fifteen) days from receipt of the registered letter to send to the Registry appropriate documentation substantiating the data indicated in the LAR. the documentation can be sent in advance via fax, within the 15 (fifteen) days time limit, to the number +39 050 570230. For non-Italian assignees the time limit for receipt of documentation from receipt of the registered letter is 30 (thirty) days.

2.8.1 Assessment of documents sent by the Registrant

If the Registrant sends the documentation required and this confirms the data indicated in the LAR, the Registry modifies the value in the field "status:" of the domain name in the DBNA from "REGISTRY-HOLD" to "ACTIVE,AUTO-RENEW". The Registry communicates, via e-mail, the conclusion of the check to both Registrant and MNT of the domain name. For the Registrant, the e-mail of notification is sent to the address indicated in the field "e-mail:" of the item "registrant".

If, within the time limit mentioned, the Registry does not receive adequate documentation, within 3 (three) days from the expiry of the terms for presentation of the documentation, the Registry modifies the status from "REGISTRY-HOLD" to "REVOKED". Notification of the negative result of the verification is sent to both Registrant and MNT of the domain name. For the Registrant, the e-mail of notification is sent to the address indicated in the field "e-mail:" of the item "registrant".

After 30 (thirty) from date of passage to the status of "REVOKED", the Registry modifies the value of the field "status:" of the domain name in the DBNA from "REVOKED" to "PENDING-DELETE".

2.8.2 Passage to status of "PENDING-DELETE" and definitive cancellation

The Registry cancels the domain name in "PENDING-DELETE" from the DBNA by means of a random procedure within the 5 (five) days following passage to this status. The domain names cancelled from the DBNA are identified by the status of "DELETED" and are immediately available for reassignment.

2.9 Renewal of a domain name already registered

A domain name is automatically renewed at its expiry for the following 12 (twelve) months. The MNT that does not intend to maintain a domain name (the MNT is identified by the field "mnt-by:" of the item "domain") may modify the status of the domain name from "ACTIVE,AUTO-RENEW" to "NO-PROVIDER".

2.10 Modification of the status of a domain name already registered

2.10.1 Status of “REGISTRANT-HOLD”

This status identifies the domain name of a Registrant whose use of the domain name is the subject of judicial contestation. The Registry removes authorization from the authoritative nameservers of the domain name, making it no longer accessible on the Internet, although maintaining assignment of the same domain name to the Registrant. The Registrant may request revocation of the status of “REGISTRANT-HOLD” at the end of the legal proceedings that have determined passage to this status.

2.10.1.1 Request for passage to/removal from the status of “REGISTRANT-HOLD” by the Registrant

The Registrant who intends to pass his/her domain name to the status of “REGISTRANT-HOLD”, must sent a formal request to the Registry.

On the website of the Registry there are two forms for the request for passage of domain name to the status of “REGISTRANT-HOLD” and for its removal, as specified at points 2.10.1.1, 2.10.1.2, 2.10.1.5e 2.10.1.6.

The forms are divided into four parts:

- the first part contains the following information:
 - domain name object of the passage to/removal from status of “REGISTRANT-HOLD”;
- if the Registrant is a natural person:
 - his/her personal and fiscal details;
- if the Registrant is a subject other than natural person it contains:
 - the personal and fiscal details of the natural person who, as legal representative of the Registrant, undersigns the request, and the registered office and fiscal details of the Registrant who has use of the domain name;
- the second part is relative to freedom from responsibility of the Registry in the case of false declaration;
- the third part contains:
 - date and place in which the document for the passage to/removal from status of “REGISTRANT-HOLD” is produced;
 - signature of the legal representative of the organization, assignee of the domain name.
- the fourth part is relative to the information regarding protection and conservation of personal data.

With the paper request there must be attached appropriate documentation substantiating the judicial contestation of the domain name.

No variations may be made to the forms mentioned above. The Registrant must compile all the compulsory fields for his/her “category” of reference, as summarised in the following table.

Compilation of request for passage to status of “REGISTRANT-HOLD”

Data required	Domain names assigned to natural person (without VAT number)	Domain names assigned to subjects other than natural person	Notes
Name and surname of applicant and signatory of request for passage to status of “REGISTRANT-HOLD”	Compulsory	Compulsory	(1)
Place of birth	Compulsory	Compulsory	(2)

Date of birth	Compulsory	Compulsory	(3)
Residence	Compulsory	"not applicable"	(4)
Fiscal code/Identity document	Compulsory	Compulsory	(5)
Firm name	"not applicable"	Compulsory	(6)
Name and surname of legal representative	"not applicable"	Compulsory	
Registered office	"not applicable"	Compulsory	(7)
VAT number	"not applicable"	Compulsory	(8)
Signature of applicant	Compulsory	Compulsory	(9)

Notes

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated names or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form "day-month-year".
- (4) There must be the complete postal address of the person in (1). For natural person resident out of Italy, it is also necessary to specify the foreign state of residence.
- (5) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (6) The exact and full name of the requesting firm must be indicated. (e.g.: Pippo Limited Company, Pippo Limited Partnership, etc.).
- (7) The registered office of the organisation in (6) requesting the domain name (complete postal address, including: street, town, province, post code, foreign state if relevant).
- (8) The VAT number or numerical fiscal code of the requesting organisation. For de facto associations without fiscal code, the date of constitution must be indicated. For organisations located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (9) The request for passage to/removal from the status of "REGISTRANT-HOLD" must be signed by the person indicated in (1).

For Registrants (natural and/or juridical persons) of a member state of the EU other than Italy, the same principles are applied, save that foreseen by current legislation in the single member states.

2.10.1.1.1 Request form for passage to status of “REGISTRANT-HOLD” of a domain name assigned to a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for passage to the status of “REGISTRANT-HOLD” for the domain name _____**.IT**

The undersigned (**name surname**) born **in (place of birth and [province or foreign state])** on **(date of birth)** resident **in (postal address [street/square, locality, post code, province or foreign state])** fiscal code or number of identity document **(fiscal code/identity document number)** Registrant of the domain name concerned, requests the passage to the status of “REGISTRANT-HOLD” for the domain name in hand.

Attached to the present form, documentation as proof of the start of legal proceedings regarding the same domain name.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

*Request for passage to status of “REGISTRANT-HOLD” for domain names assigned to natural person– Version
2007-02*

Signed
First name and surname

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of passage to the status of “REGISTRANT-HOLD” of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for passage to the status of “REGISTRANT-HOLD”

The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.

2.10.1.1.2 Request form for passage to status of “REGISTRANT-HOLD” of a domain name assigned to a subject other than a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for passage to the status of “REGISTRANT-HOLD” for the domain name _____.**.IT**

The undersigned (**first name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**tax code/identity document number**), legal representative of the organisation named (**firm name**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**), assignee of the domain name concerned, requests the passage to the status of “REGISTRANT-HOLD” for the domain name in hand.

Attached to the present form, documentation as proof of the start of legal proceedings regarding the same domain name.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Request for passage to status of “REGISTRANT-HOLD” for domain names assigned to subjects other than natural person– Version 2007-02

Signed
First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of passage to the status of “REGISTRANT-HOLD” of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for passage to the status of “REGISTRANT-HOLD”

The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.

2.10.1.2 Sending requests for passage to status of "REGISTRANT-HOLD"

The requests for passage to the status of "REGISTRANT-HOLD" can be sent to the Registry by the MNT or by the Registrant via conventional post, special delivery service or by fax. For maximum efficiency it is recommended that the request be sent by the MNT indicated in the DBNA of the same domain name. The request for passage to status of "REGISTRANT-HOLD", sent via fax must be sent only to the number +39 050 570230. The compilation of the request for passage to "REGISTRANT-HOLD" can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The request for passage to the status of "REGISTRANT-HOLD" must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.10.1.3 Notification of receipt of request for passage to status of "REGISTRANT-HOLD"

The Registry communicates via e-mail to the Registrant (where present in the field "email:" of the item "registrant", otherwise via registered letter with return receipt) and to the MNT all requests for passage to status of "REGISTRANT-HOLD" received. For the Registrant, the communication is sent to the address "e-mail:" of the item "registrant" in the DBNA for the same domain name. the notification is sent if all the data necessary for identification of the Registrant are legible. For all the requests of passage to the status of "REGISTRANT-HOLD", positively notified by the Registry to the MNT, the Registry modifies in the DBNA the status of the domain names object of the request from "ACTIVE,AUTO-RENEW" to "REGISTRANT-HOLD".

The e-mail of notification to the MNT contains:

- the domain name;
- the date and time of receipt of the request for passage to status of "REGISTRANT-HOLD";
- the name of the MNT;
- the number of pages of document received;
- the legibility of the document;
- start of the procedure of cancellation.
- possible errors detected in the document;
- possible reasons for rejection of the request of passage to status of "REGISTRANT-HOLD".

2.10.1.4 Reasons for not accepting a request for passage to status of "REGISTRANT-HOLD"

All requests for passage to the status of "REGISTRANT-HOLD" containing errors or lacking essential data, are rejected with notification of the negative result to the MNT and leaving unaltered in the DBNA, the status of the domain name in question. This communication is sent to the MNT indicated in the DBNA, in the following cases:

- there is not correspondence between domain name and indicated in the request and the field "domain:" in the DBNA";
- there is not correspondence between VAT number or fiscal code of the Registrant indicated in the request and the field "regCode:" in the DBNA for that domain name;
- there is not correspondence between the name of Registrant, indicated in the request, and the field "name:" in the DBNA for that domain name;
- the content of the request for passage to the status of "REGISTRANT-HOLD" is not

legible;

- there is no attachment of documentation proving the judicial contestation regarding the use of the domain name by the Registrant;
- the request for passage to the status of “REGISTRANT-HOLD” lacks compulsory data, or these are compiled incorrectly or are incomplete;
- the standard format of the request form made available by the Registry has been altered;
- the request is written in a language other than Italian;
- before the signature at the bottom of the form, name and surname of the signatory is not specified, or it refers to a person other than the applicant;
- the request is sent to the Registry via fax to a number other than +39 050 570230.

2.10.1.5 Request form for removal of the status of “REGISTRANT-HOLD” of a domain name assigned to a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for removal of the status of “REGISTRANT-HOLD” for the domain name _____.**.IT**

The undersigned (***name surname***) born in (***place of birth and [province or foreign state]***) on (***date of birth***) resident in (***postal address [street/square, locality, post code, province or foreign state]***) fiscal code or number of identity ***document (fiscal code/identity document number)***, Registrant of the domain name concerned, requests the removal of the status of “REGISTRANT-HOLD” for the domain name in hand.

Attached to the present form, documentation as proof of the conclusion of legal proceedings regarding the same domain name that had determined the passage to this status.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Request for removal of status of “REGISTRANT-HOLD” for domain names assigned to natural person– Version 2007-02

Signed
First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of removal of the status of “REGISTRANT-HOLD” of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for removal of the status of “REGISTRANT-HOLD.

The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.

2.10.1.6 Request form for removal of the status of “REGISTRANT-HOLD” of a domain name assigned to a subject other than a natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for removal of the status of “REGISTRANT-HOLD” for the domain name _____.**.IT**

The undersigned (**first name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**tax code/identity document number**), legal representative of the organisation named (**firm name**) VAT number (**VAT number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**), assignee of the domain name concerned, requests the removal of the status of “REGISTRANT-HOLD” for the domain name in hand. Attached to the present form, documentation as proof of the conclusion of legal proceedings regarding the same domain name that had determined the passage to this status.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

*Request for removal of status of “REGISTRANT-HOLD” for domain names assigned to subjects other than natural person–
Version 2007-02*

Signed
First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of removal of the status of “REGISTRANT-HOLD” of the domain name and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

*The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for removal of the status of “REGISTRANT-HOLD”.
The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”*

2.10.1.7 Sending requests for removal of status of "REGISTRANT-HOLD"

The requests for removal of the status of "REGISTRANT-HOLD" can be sent to the Registry by the MNT or by the Registrant via conventional post, special delivery service or by fax. For maximum efficiency it is recommended that the request be sent by the MNT indicated in the DBNA of the same domain name. The request for removal of the status of "REGISTRANT-HOLD", sent via fax must be sent only to the number +39 050 570230. The compilation of the request for removal of "REGISTRANT-HOLD" can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The request for removal of the status of "REGISTRANT-HOLD" must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.10.1.8 Notification of receipt of the request for removal of the status of "REGISTRANT-HOLD"

The Registry communicates via e-mail to the Registrant (where present in the field "e-mail:" of the item "registrant", otherwise via registered letter with return receipt) and to the MNT all requests for removal of the status of "REGISTRANT-HOLD" received. For the Registrant, the communication is sent to the address "e-mail:" of the item "registrant" in the DBNA for the same domain name. The notification is sent if all the data necessary for identification of the Registrant are legible. For all the requests of removal of the status of "REGISTRANT-HOLD", positively notified by the Registry to the MNT, the Registry modifies in the DBNA the status of the domain names object of the request from "REGISTRANT-HOLD" to "ACTIVE,AUTO-RENEW". The e-mail of notification to the MNT contains:

- the domain name;
- the date and time of receipt of the request for removal of the status of "REGISTRANT-HOLD";
- the name of the MNT;
- the number of pages of document received;
- the legibility of the document;
- possible errors detected in the document;
- possible reasons for rejection of the request for removal of the status of "REGISTRANT-HOLD".

2.10.1.9 Reasons for not accepting the request for removal of the status of "REGISTRANT-HOLD"

All requests for removal of the status of "REGISTRANT-HOLD" containing errors or lacking essential data, are rejected with notification of the negative result to the MNT and sending a communication via e-mail to the registrant (where present in the field "email:" of the item "registrant", otherwise via registered letter with return receipt) and leaving unaltered in the DBNA the status of the domain name in question. This communication is sent to the MNT indicated in the DBNA, in the following cases:

- there is not correspondence between domain name indicated in the request and the field "domain:" in the DBNA and the domain name is not in the status of "REGISTRANT-HOLD";
- there is not correspondence between VAT number or fiscal code of the Registrant indicated in the request and the field "regCode:" in the DBNA for that domain name;

- there is not correspondence between the name of Registrant, indicated in the request, and the field “name:” in the DBNA for that domain name;
- the content of the request for removal of the status of “REGISTRANT-HOLD” is not legible;
- there is no attachment of documentation proving the conclusion of judicial proceedings that had determined the passage to this status;
- the request for removal of the status of “REGISTRANT-HOLD” lacks compulsory data, or these are compiled incorrectly or are incomplete;
- the standard format of the request form made available by the Registry has been altered;
- the request is written in a language other than Italian;
- before the signature at the bottom of the form, name and surname of the signatory is not specified, or it refers to a person other than the applicant;
- the request is sent to the Registry via fax to a number other than +39 050 570230.

2.10.2 Status of “REGISTRAR-HOLD”

This status identifies a domain name for which the MNT has received for this domain name from the competent authority according to the law, notification of judicial contestation regarding the use and/or assignment, or some judicial proceedings, or notice of investigation in course by the competent authorities. The Registry removes authorization for the authoritative nameservers for the domain name in question, making the domain name no longer accessible via the Internet, but maintaining assignment of the same domain name to the Registrant.

The MNT may request removal of the status of “REGISTRAR-HOLD” at the conclusion of the legal proceedings that have determined the passage to this status.

2.10.2.1 The paper request for passage to the status of “REGISTRAR-HOLD” by the MNT

The MNT who intends to pass a domain name, maintained by him/her to the status of “REGISTRAR-HOLD”, must sent a formal request to the Registry.

On the website of the Registry there are forms for the request of passage to/removal from the status of “REGISTRAR-HOLD” and for its successive removal, as specified at points 2.10.2.2 and 2.10.2.6.

The forms are divided into three parts:

- the first part contains the following information:
 - domain name object of the passage to/removal from status of “REGISTRAR-HOLD”;
 - the personal and fiscal details of the natural person, as legal representative of the MNT of the domain name, undersigns the request;
 - the registered office of the MNT of the domain name;
- the second part is relative to freedom from responsibility of the Registry in the case of false declaration;
- the third part contains:
 - date and place in which the document for the passage to/removal from status of “REGISTRAR-HOLD” is produced;
 - signature of the legal representative of the MNT of the domain name.

With the paper request there must be attached by the MNT appropriate documentation indicating that the domain name is an object of legal proceedings regarding the use and/or assignment of the same domain name, or a declaration by the MNT confirming that it has received notice of investigation in course by the competent authorities.

No variations may be made to the forms mentioned above.

Compilation of the request for passage to/removal of the status of “REGISTRAR-HOLD”

Data required	Data of the MNT	Notes
Name and surname of applicant and signatory of request for passage to status of “REGISTRAR-HOLD”	Compulsory	(1)
Place of birth	Compulsory	(2)
Date of birth	Compulsory	(3)
Fiscal code/Identity document	Compulsory	(4)
Firm name	Compulsory	(5)
Name and surname of legal representative	Compulsory	
Registered office	Compulsory	(6)
VAT number	Compulsory	(7)
Signature of applicant	Compulsory	(8)

Notes

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated names or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form “day-month-year”.
- (4) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (5) The exact and full company name of the requesting MNT must be indicated.
- (6) The registered office of the MNT in (6) must be specified (complete postal address, including: street, town, province, post code, foreign state if relevant).
- (7) The VAT number or numerical fiscal code of the MNT. For subjects located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (8) The request for passage to/removal from the status of “REGISTRAR-HOLD” must be signed by the person indicated in (1).

For a foreign MNT the same principles are applied, save that foreseen by the current legislation in the single states.

2.10.2.2 Request form for the passage to the status of “REGISTRAR-HOLD”

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for passage to the status of “REGISTRAR-HOLD” for the domain name
_____.IT

The undersigned (*first name surname*) born in (*place of birth and [province or foreign state]*) on (*date of birth*) fiscal code or number of identity document (*tax code/identity document number*), legal representative of the organisation named (*firm name*), VAT number (*VAT number or numerical fiscal code*) with registered office in (*registered office [street/square, locality, post code, province or foreign state]*) and identifying code of MNT (*MNT identifier*), MNT of the domain name concerned, requests passage to the status of “REGISTRAR-HOLD” for the domain name in hand.

Attached to the present form documentation regarding the same domain name confirming receipt from the competent authorities of:

- ☐ judicial contestation regarding use and/or assignment,
- ☐ legal proceedings,
- ☐ communication of investigation in course by the competent authorities

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Request for passage to the status of “REGISTRAR-HOLD” – Version 2007-02

Signed
First name and surname

(Signature)

2.10.2.3 Sending requests for passage to the status of “REGISTRAR-HOLD”

The requests for passage to the status of “REGISTRAR-HOLD” must be sent to the Registry by the MNT via conventional post, special delivery service or by fax. Requests for passage to status of “REGISTRAR-HOLD” sent via fax must be sent only to the number +39 050 570230. The compilation of the request for passage to “REGISTRAR-HOLD” can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The request for passage to the status of “REGISTRAR-HOLD” must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.10.2.4 Notification of receipt of the request for passage to the status of “REGISTRAR-HOLD”

The Registry communicates via e-mail to the Registrant (where present in the field “email:” of the item “registrant”, otherwise via registered letter with return receipt) and to the MNT all requests for passage to status of “REGISTRAR-HOLD” received. For the Registrant, the communication is sent to the address “e-mail:” of the item “registrant” in the DBNA for the same domain name. The notification is sent if all the data necessary for identification of the Registrant are legible. For all the requests of passage to the status of “REGISTRAR-HOLD”, positively notified by the Registry to the MNT, the Registry modifies in the DBNA the status of the domain name object of the request from “ACTIVE,AUTO-RENEW” to “REGISTRAR-HOLD”.

The e-mail of notification contains:

- the domain name;
- the date and time of receipt of the request for passage to status of “REGISTRAR-HOLD”;
- the name of the MNT;
- the number of pages of document received;
- the legibility of the document;
- possible errors detected in the document;
- possible reasons for rejection of the request of passage to status of “REGISTRAR-HOLD”.

2.10.2.5 Reasons for not accepting the request for passage to the status of “REGISTRAR-HOLD”

All requests for passage to the status of “REGISTRAR-HOLD” containing errors or lacking essential data, are rejected with notification of the negative result to the MNT and leaving unaltered in the DBNA, the status of the domain name in question. This communication is sent to the MNT indicated in the DBNA, in the following cases:

- there is not correspondence between domain name indicated in the request and the field “domain:” in the DBNA”;
- there is not correspondence between the MNT requesting passage to the status of “REGISTRAR-HOLD” and the field “mnt-by:” in the DBNA for that domain name;
- the content of the request for passage to the status of “REGISTRAR-HOLD” is not legible;
- there is no attachment of documentation proving that the MNT has received, for that domain name, notice of legal proceedings regarding use and/or assignment of the

- domain name or there is not the necessary declaration by the MNT of the same;
- the request for passage to the status of “REGISTRAR-HOLD” lacks compulsory data, or these are compiled incorrectly or are incomplete;
- the standard format of the request form made available by the Registry has been altered;
- the request is written in a language other than Italian;
- before the signature at the bottom of the form, name and surname of the signatory is not specified, or it refers to a person other than the applicant;
- the request is sent to the Registry via fax to a number other than +39 050 570230.

2.10.2.6 Request form for the removal of the status of “REGISTRAR-HOLD”

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for removal of the status of “REGISTRAR-HOLD” for the domain name _____.**.IT**

The undersigned (***first name surname***) born in (***place of birth and [province or foreign state]***) on (***date of birth***) fiscal code or number of identity document (***tax code/identity document number***), legal representative of the organisation named (***firm name***), VAT number (***VAT number or numerical fiscal code***) with registered office in (***registered office [street/square, locality, post code, province or foreign state]***) and identifying code of MNT (***MNT identifier***), MNT of the domain name concerned, requests removal of the status of “REGISTRAR-HOLD” for the domain name in hand.

Attached to the present form, documentation as proof of the conclusion of legal proceedings regarding the same domain name that had determined the passage to this status, or declaration of awareness that legal proceedings have reached a conclusion.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Request for removal of the status of “REGISTRAR-HOLD” – Version 2007-02

Signed
First name and surname

(Signature)

2.10.2.7 Sending requests for the removal of the status of “REGISTRAR-HOLD”

The requests for removal of the status of “REGISTRAR-HOLD” can be sent to the Registry by the MNT via conventional post, special delivery service or by fax. Requests for removal of the status of “REGISTRAR-HOLD” sent via fax must be sent only to the number +39 050 570230. The compilation of the request for removal of “REGISTRAR-HOLD” can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The request for removal of the status of “REGISTRAR-HOLD” must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.10.2.8 Notification of receipt of the request for removal of the status of “REGISTRAR-HOLD”

The Registry communicates via e-mail to the Registrant (where present in the field “email:” of the item “registrant”, otherwise via registered letter with return receipt) and to the MNT all requests for removal of the status of “REGISTRAR-HOLD” received. For the Registrant, the communication is sent to the address “e-mail:” of the item “registrant” in the DBNA for the same domain name. The notification is sent if all the data necessary are legible.

The e-mail of notification to the MNT contains:

- the domain name;
- the date and time of receipt of the request for removal of the status of “REGISTRAR-HOLD”;
- the name of the MNT;
- the number of pages of document received;
- the legibility of the document;
- possible errors detected in the document;
- possible reasons for rejection of the request for removal of the status of “REGISTRAR-HOLD”.

For all the requests of removal from the status of “REGISTRAR-HOLD”, positively notified by the Registry to the MNT, the Registry modifies in the DBNA the status of the domain name object of the request from “REGISTRAR-HOLD” to “ACTIVE,AUTO-RENEW”.

2.10.2.9 Reasons for not accepting the request for removal of the status of “REGISTRAR-HOLD”

All requests for removal of the status of “REGISTRAR-HOLD” containing errors or lacking essential data, are rejected with notification of the negative result to the MNT and leaving unaltered in the DBNA, the status of the domain name in question. This communication is sent to the MNT indicated in the DBNA, in the following cases:

- there is not correspondence between domain name indicated in the request and the field “domain:” in the DBNA” and this is not in the status of “REGISTRAR-HOLD”;
- there is not correspondence between the MNT requesting removal of the status of “REGISTRAR-HOLD” and the field “mnt-by:” in the DBNA for that domain name;
- the content of the request for removal of the status of “REGISTRAR-HOLD” is not legible;
- there is no attachment of documentation proving that the MNT has received, for that domain name, notice of the conclusion of the legal proceedings which had determined

passage to this status;

- the request for removal of the status of “REGISTRAR-HOLD” lacks compulsory data, or these are compiled incorrectly or are incomplete;
- the standard format of the request form made available by the Registry has been altered;
- the request is written in a language other than Italian;
- before the signature at the bottom of the form, name and surname of the signatory is not specified, or it refers to a person other than the applicant;
- the request is sent to the Registry via fax to a number other than +39 050 570230.

2.10.3 Status of “REGISTRAR-LOCK”

This status identifies a domain name for which the MNT has received for this domain name from the competent authority according to the law, notification of judicial contestation regarding the use and/or assignment, or some judicial proceedings, or notice of investigation in course by the competent authorities. The Registry does not alter any data in the DBNA for this domain name maintaining the assignment of the same domain name to the Registrant. The MNT may request removal of the status of “REGISTRAR-LOCK” at the conclusion of the legal proceedings that have determined the passage to this status.

2.10.3.1 Request by the MNT for passage to the status of “REGISTRAR-LOCK”

The MNT who intends to pass a domain name, maintained by him/her to the status of “REGISTRAR-LOCK”, must send a formal request to the Registry.

On the website of the Registry there are forms for the request of passage to/removal from the status of “REGISTRAR-LOCK” and for its successive removal, as specified at points 2.10.3.2 and 2.10.3.6.

The forms are divided into three parts:

- the first part contains the following information:
 - domain name object of the passage to/removal from status of “REGISTRAR-LOCK”;
 - the personal and fiscal details of the natural person, as legal representative of the MNT of the domain name, undersigns the request;
 - the registered office of the MNT of the domain name;
- the second part is relative to freedom from responsibility of the Registry in the case of false declaration;
- the third part contains:
 - date and place in which the document for the passage to/removal from status of “REGISTRAR-LOCK” is produced;
 - signature of the legal representative of the MNT of the domain name.

With the paper request there must be attached by the MNT appropriate documentation indicating that the domain name is an object of legal proceedings regarding the use and/or assignment of the same domain name, or a declaration by the MNT confirming that it has received notice of investigation in course by the competent authorities.

No variations may be made to the form mentioned above.

Compilation of the request for passage to/removal from status of “REGISTRAR-LOCK”

Data required	Data of the MNT	Notes
Name and surname of applicant and signatory of request for passage to status of “REGISTRAR-LOCK”	Compulsory	(1)
Place of birth	Compulsory	(2)
Date of birth	Compulsory	(3)
Fiscal code/Identity document	Compulsory	(4)
Firm name	Compulsory	(5)

Name and surname of legal representative	Compulsory	
Registered office	Compulsory	(6)
VAT number	Compulsory	(7)
Signature of applicant	Compulsory	(8)

Notes

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated names or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form "day-month-year".
- (4) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (5) The exact and full company name of the requesting MNT must be indicated.
- (6) The registered office of the MNT in (6) must be specified (complete postal address, including: street, town, province, post code, foreign state if relevant).
- (7) The VAT number or numerical fiscal code of the MNT. For subjects located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (8) The request for passage to/removal from the status of "REGISTRAR-LOCK" must be signed by the person indicated in (1).

For a foreign MNT the same principles are applied, save that foreseen by the current legislation in the single states.

2.10.3.2 Request form for passage to the status of “REGISTRAR-LOCK”

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for passage to the status of “REGISTRAR-LOCK” for the domain name _____.**.IT**

The undersigned (**first name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**tax code/identity document number or numerical fiscal code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**) and identifying code of MNT (**MNT identifier**), MNT of the domain name concerned, requests passage to the status of “REGISTRAR-LOCK” for the domain name in hand.

Attached to the present form documentation regarding the same domain name confirming receipt from the competent authorities of:

- ☐ judicial contestation regarding use and/or assignment,
- ☐ legal proceedings,
- ☐ communication of investigation in course by the competent authorities

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Request for passage to the status of “REGISTRAR-LOCK” – Version 2007-02

Signed
First name and surname

(Signature)

2.10.3.3 Sending requests for the passage to the status of “REGISTRAR-LOCK”

The requests for passage to the status of “REGISTRAR-LOCK” must be sent to the Registry by the MNT via conventional post, special delivery service or by fax. Requests for passage to status of “REGISTRAR-LOCK” sent via fax must be sent only to the number +39 050 570230. The compilation of the request for passage to “REGISTRAR-LOCK” can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The request for passage to the status of “REGISTRAR-LOCK” must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.10.3.4 Notification of receipt of the request for passage to the status of “REGISTRAR-LOCK”

The Registry communicates via e-mail to the MNT all requests for passage to status of “REGISTRAR-LOCK” received. The communication is sent to the address indicated in “e-mail:” of the item “registrant” and to the MNT in the DBNA for the same domain name. The notification is sent if all the data necessary are legible.

The e-mail of notification contains:

- the domain name;
- the date and time of receipt of the request for passage to status of “REGISTRAR-LOCK”;
- the name of the MNT;
- the number of pages of document received;
- the legibility of the document;
- possible errors detected in the document;
- possible reasons for rejection of the request of passage to status of “REGISTRAR-LOCK”.

For all the requests of passage to the status of “REGISTRAR-LOCK”, positively notified by the Registry to the MNT, the Registry modifies in the DBNA the status of the domain name object of the request from “ACTIVE,AUTO-RENEW” to “REGISTRAR-LOCK”.

2.10.3.5 Reasons for not accepting the request for passage to the status of “REGISTRAR-LOCK”

All requests for passage to the status of “REGISTRAR-LOCK” containing errors or lacking essential data, are rejected with notification of the negative result to the MNT and leaving unaltered in the DBNA, the status of the domain name in question. This communication is sent to the MNT indicated in the DBNA, in the following cases:

- there is not correspondence between domain name indicated in the request and the field “domain:” in the DBNA”;
- there is not correspondence between the MNT requesting passage to the status of “REGISTRAR-LOCK” and the field “mnt-by:” in the DBNA for that domain name;
- the content of the request for passage to the status of “REGISTRAR-LOCK” is not legible;
- there is no attachment of documentation proving that the MNT has received, for that domain name, notice of legal proceedings regarding use and/or assignment of the domain name or there is not the necessary declaration by the MNT of the same;
- the request for passage to the status of “REGISTRAR-LOCK” lacks compulsory data, or

these are compiled incorrectly or are incomplete;

- the standard format of the request form made available by the Registry has been altered;
- the request is written in a language other than Italian;
- before the signature at the bottom of the form, name and surname of the signatory is not specified, or it refers to a person other than the applicant;
- the request is sent to the Registry via fax to a number other than +39 050 570230.

2.10.3.6 Request form for the removal of the status of “REGISTRAR-LOCK”

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: request for removal of the status of “REGISTRAR-LOCK” for the domain name
_____.IT

The undersigned (*first name surname*) born in (*place of birth and [province or foreign state]*) on (*date of birth*) fiscal code or number of identity document (*tax code/identity document number*), legal representative of the organisation named (*firm name*), VAT number (*VAT number or numerical fiscal code*) with registered office in (*registered office [street/square, locality, post code, province or foreign state]*) and identifying code of MNT (*MNT identifier*), MNT of the domain name concerned, requests removal of the status of “REGISTRAR-LOCK” for the domain name in hand.

Attached to the present form, documentation as proof of the conclusion of legal proceedings regarding the same domain name that had determined the passage to this status, or declaration of awareness that legal proceedings have reached a conclusion.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Request for removal of the status of “REGISTRAR-LOCK” – Version 2007-02

Signed
First name and surname

(Signature)

2.10.3.7 Sending request for the removal of the status of “REGISTRAR-LOCK”

The requests for removal of the status of “REGISTRAR-LOCK” can be sent to the Registry by the MNT via conventional post, special delivery service or by fax. Requests for removal of the status of “REGISTRAR-LOCK” sent via fax must be sent only to the number +39 050 570230. The compilation of the request for removal of “REGISTRAR-LOCK” can be carried out on more pages (A4) and with size and character format different from that indicated in the templates on the website of the Registry without, however, altering the standard template and contents.

The request for removal of the status of “REGISTRAR-LOCK” must be addressed to:

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

2.10.3.8 Notification of receipt of the request for the removal of the status of “REGISTRAR-LOCK”

The Registry communicates via e-mail to the MNT all requests for removal of the status of “REGISTRAR-LOCK” received. The communication is sent to the address “e-mail.” of the item “registrant” and to the MNT in the DBNA for the same domain name. The notification is sent if all the data necessary are legible.

The e-mail of notification to the MNT contains:

- the domain name;
- the date and time of receipt of the request for removal of the status of “REGISTRAR-LOCK”;
- the name of the MNT;
- the number of pages of document received;
- the legibility of the document;
- possible errors detected in the document;
- possible reasons for rejection of the request for removal of the status of “REGISTRAR-LOCK”.

For all the requests of removal from the status of “REGISTRAR-LOCK”, positively notified by the Registry to the MNT, the Registry modifies in the DBNA the status of the domain name object of the request from “REGISTRAR-LOCK” to “ACTIVE,AUTO-RENEW”.

Reasons for not accepting the request for removal of the status of “REGISTRAR-LOCK”

2.10.3.9 Reasons for not accepting the request for removal of the status of “REGISTRAR-LOCK”

All requests for removal of the status of “REGISTRAR-LOCK” containing errors or lacking essential data, are rejected with notification of the negative result to the MNT and leaving unaltered in the DBNA, the status of the domain name in question. This communication is sent to the MNT indicated in the DBNA, in the following cases:

- there is not correspondence between domain name indicated in the request and the field “domain:” in the DBNA” and this is not in the status of “REGISTRAR-LOCK”;
- there is not correspondence between the MNT requesting removal of the status of “REGISTRAR-LOCK” and the field “mnt-by:” in the DBNA for that domain name;
- the content of the request for removal of the status of “REGISTRAR-LOCK” is not legible;
- there is no attachment of documentation proving that the MNT has received, for that

domain name, notice of the conclusion of the legal proceedings which had determined passage to this status;

- the request for removal of the status of “REGISTRAR-LOCK” lacks compulsory data, or these are compiled incorrectly or are incomplete;
- the standard format of the request form made available by the Registry has been altered;
- the request is written in a language other than Italian;
- before the signature at the bottom of the form, name and surname of the signatory is not specified, or it refers to a person other than the applicant;
- the request is sent to the Registry via fax to a number other than +39 050 570230.

2.10.4 Status of “THIRDPARTY-HOLD”

This status identifies the domain names for which the Registry has received notice, through means of legal proceedings, of a prohibition order, for the registrant, regarding use of the domain name issued by the competent authority. The Registry removes relative authorization for the authoritative nameservers for the domain name in question, making the domain name no longer accessible via the Internet, but maintaining assignment of the same domain name to the Registrant.

The Registry puts the domain name in “THIRDPARTY-HOLD” status even when the Registry itself has neither been involved nor appeared before a court.

The “THIRDPARTY-HOLD” status is removed when the Registry is informed by means of written communication of the conclusion of the legal action that has determined the passage to this status.

The Registry has the authority to maintain the status of “THIRDPARTY-HOLD” pending the positive conclusion of the verifications performed.

2.10.4.1 Communication of receipt of a request for passage to the status of “THIRDPARTY-HOLD” by a competent authority

The Registry communicates via e-mail to the MNT and to the Registrant the requests received by a competent authority regarding prohibition for use of the domain name by the Registrant. The e-mail of notification to the Registrant (where present in the field “email:” of the item “registrant”, otherwise by registered post with return receipt) and to the MNT contains:

- the domain name;
- the date of receipt of the request for passage to the status of “THIRDPARTY-HOLD”;
- the competent authority requesting the passage to the status of “THIRDPARTY-HOLD” for the domain name.

The Registry modifies the status of the domain name in the DBNA adding the value of “THIRDPARTY-HOLD”.

2.10.4.2 Communication of receipt of a request for removal of the status of “THIRDPARTY-HOLD” by a competent authority

The Registry, when receiving a request to revoke the preceding order of prohibition of use of the domain name from the competent authority, sends notification of this to the Registrant via e-mail (where present in the field “email:” of the item “registrant”, otherwise by registered letter with return receipt) and to the MNT.

The e-mail of notification to Registrant and MNT contains:

- the domain name;
- the date of receipt of the request for removal of the status of “THIRDPARTY-HOLD”;
- the competent authority requesting the removal of the status of “THIRDPARTY-HOLD” for the domain name.

The Registry modifies the status of the domain name in the DBNA, removing the value of

“THIRDPARTY-HOLD”.

2.10.5 Status of “NO-PROVIDER”

The Registry may put a domain name in the status of “NO-PROVIDER” in the following cases:

- a) on request of the MNT;
 - b) when the MNT of the domain name no longer has an active contract with the Registry.
- A domain name put in the status of “NO-PROVIDER”, remains in this status until the expiry of the domain name (“expire” value in the “domain” object). At the moment in which the domain name is put in the status of “NO-PROVIDER” notification via e-mail (if present in the field “email:” of the item “registrant”, otherwise via registered mail) is sent to the Registrant, informing him/her of the passage to this status and of the actions needed to restore, if this is the case, the full operativeness of the domain name. The Registry also sends a communication to the MNT indicated in the DBNA.

2.10.5.1 Passage to the status of “NO-PROVIDER” by the Registry

The Registry, when it no longer has an active contract with a MNT, passes all the domain names managed by the MNT to the status of “NO-PROVIDER”. The Registry sends notification to the Registrant, via e-mail (where present in the field “email:” of the item “registrant”, otherwise by registered letter with return receipt), of the passage to the status of “NO-PROVIDER”, and including any useful indications as regards restoring, if this is the case, the full operativeness of the domain name.

2.10.5.2 Passage to the status of “NO-PROVIDER” on request of the MNT

A MNT, which intends to pass a domain name to the status of “NO-PROVIDER”, must:

- a) inform in advance the Registrant of this operation;
- b) send a technical form to the Registry at the address no-provider@nic.it.

2.10.5.2.1 Passage to the status of “NO-PROVIDER”: the technical form

In order to activate the passage to the status of “NO-PROVIDER” of a domain name, the MNT must send the appropriate technical form to the address no-provider@nic.it. This technical form allows modification only of the status currently associated with a domain name present in the DBNA, assigning it the value in the field “status:” of “NO-PROVIDER”. It is possible to insert various domain names in the same request form.

2.10.5.2.2 Example of a technical form for passage to the status of “NO-PROVIDER”

Subject: Request for NO-PROVIDER

password: password
mntnr: ZAGO-MNT
status: NO-PROVIDER
domain: pippo.it
domain: paperino.it
domain: topolino.it.....

2.10.5.2.3 Syntactic and semantic check on the technical form

All the technical forms sent to the address no-provider@nic.it, undergo a syntactic check of consistency of the various items and fields in the form.

The system of syntactic and semantic checking carries out an analysis of the technical form sent to no-provider@nic.it. In particular it verifies that:

- the field Subject of the e-mail coincides with “request for NO-PROVIDER” (case-insensitive);

- the syntax of the value of the fields of “domain:” is correct;
- the credentials of the MNT (through the values of the fields “mntner:” and “password:”) are correct;
- the field “status:” of the form contains the value “NO-PROVIDER” (case-insensitive);
- the domain names indicated in the request have in the field “mnt-by:” of the item “domain” the same value indicated in the field “mntner:” of the request;
- each domain name indicated in the request is in one of the following statuses “ACTIVE,AUTO-RENEW”, “GRACE-PERIOD” or “CHALLENGED”.

The results of these checks are sent via e-mail to the MNT recorded in the DBNA for the domain names(s) in question.

If the checks are positive, the Registry adds in the DBNA the value of “NO-PROVIDER” to the field “status:” of the domain name(s).

If the checks are negative, the Registry informs the MNT via e-mail; in this case the data associated with the domain names involved in the operation remain unaltered in the DBNA.

2.10.5.3 Recovery by the Registrant of a domain name in the status of “NO-PROVIDER”

A domain name can remain in the status of “NO-PROVIDER” until the expiry of the domain name (“expire” value in the “domain” object) during which the Registry maintains authorization for the authoritative nameservers for the domain name in question. During this period, the Registrant can carry out: an operation of modification of the MNT; an operation of modification of the Registrant; and an operation of recovery of the domain name through the MNT associated with the domain name. The first two operations are described respectively at the previous points [2.3](#) and [2.4](#).

In order to carry out an operation of recovery of the domain name, the MNT associated with the same domain name, sends a technical form of simple modification to the address domain@nic.it. This technical form is subject to the same checks carried out during the operation of simple modification to a domain name, described at point [2.2](#).

Formattato: Inglese (Regno Unito)

Eliminato: 2.3

Eliminato: 2.4

Eliminato: 2.2

2.10.5.4 Expiry of the status of “NO-PROVIDER”

The Registry, at the annual expiry of the domain name and, in the absence of requests for removal of the status of “NO-PROVIDER”, substitutes the value of the status “NO-PROVIDER” with “REDEMPTION-NO-PROVIDER”.

2.10.6 Status of “REDEMPTION-NO-PROVIDER”

The Registry puts in the status of “REDEMPTION-NO-PROVIDER” all the domain names, which, at the expiry of the status of “NO-PROVIDER” are still in this status. The Registry also removes the authorization for the authoritative nameservers for the domain names in question, making the domain name no longer accessible on the Internet, while, however, maintaining assignment of the domain name to the Registrant. As soon as the Registry puts the domain name in the status of “REDEMPTION-NO-PROVIDER” it notifies via e-mail the Registrant (where present in the field “email:” of the item “registrant” otherwise via registered post) and the MNT of passage to this status.

A domain name, for there has not be a request of recovery by the Registrant, remains in the status of “REDEMPTION-NO-PROVIDER” for a maximum of 60 (sixty) days.

All domain names, which at expiry are still in the status of “REDEMPTION-NO-PROVIDER”, are passed to the status of “PENDING-DELETE” for their definitive cancellation and removal from the DBNA.

2.10.6.1 Recovery by the Registrant of a domain name in the status of “REDEMPTION-NO-PROVIDER”

The Registrant of a domain name in the DBNA in the status of “REDEMPTION-NO-

PROVIDER”, in the period in which the domain is in this status, can request its reactivation using the same MNT or through another MNT. In the second case, the operation is described at point 2.3. In the first case, to carry out an operation of recovery of the domain name through the MNT associated with the domain name, the MNT sends a technical form of simple modification to the address domain@nic.it. This technical form is subject to the same checks done during the operation of simple modification of a domain name, described at point 2.2.

2.10.7 Status of “PENDING-DELETE”

The Registry puts a domain name in the status of “PENDING-DELETE” before its definitive cancellation or revocation. In this case the Registry communicates to the MNT of the domain name the passage to this status, notifying that the definitive cancellation will take place within the following 5 (five) days by means of a random procedure. When a domain name is in the status of “PENDING-DELETE” no operation on it can be carried out; the Registry, once the domain name has been cancelled, informs the MNT via e-mail.

2.10.8 Status of “RESERVED”

The Registry puts in the status of “RESERVED” all the domain names reserved and assignable only to a specific Registrant. These domain names are not authorised in the DNS.

2.10.9 Status of “UNASSIGNABLE”

The Registry puts in the status of “UNASSIGNABLE” all the domain names reserved and not assignable to any Registrant. These domain names are not authorised in the DNS.

2.10.10 Status of “GEOGRAPHIC”

The Registry puts in the status of “GEOGRAPHIC” all the domain names belonging to a predefined geographical structure. These domain names have the aim of containing the authorisations for all the domain names registered in the geographic zones corresponding to regions, provinces and municipal districts maintained by the Registry with the same operative means used for the maintenance of the file of zone of the dns of the ccTLD.it.

2.10.11 Status of “DELETED”

The Registry puts in the status of “DELETED” all the previously assigned domain names for which, following expiry of the time limit foreseen by the status of “PENDING-DELETE”, the operation of cancellation or revocation has been completed. In this case the domain name is immediately made available for new assignment.

2.10.12 Status of “REVOKED”

The Registry puts in the status of “REVOKED” all the domain names for which assignment to the Registrant has been revoked. The domain names in this status do not have active authorization in master dns of the ccTLD.it or in the corresponding geographic zone. After 30 (thirty) days from the date of passage to the status of “REVOKED” the Registry modifies the value of the field “status:” of the domain name in the DBNA from “REVOKED” to “PENDING-DELETE”.

2.10.13 Status of “CHALLENGED”

The Registry puts in the status of “CHALLENGED” all the domain names for which a procedure of opposition has been activated.
The procedures, documents, communications sent and required by the Registry are specified in the Legal Guidelines.

2.10.14 Status of “TO-BE-REASSIGNED”

The Registry puts in the status of “TO-BE-REASSIGNED” all the domain names for which it is necessary to re-assign a domain name to a new Registrant following the positive conclusion of an opposition or of a procedure of re-assignment.

The procedures, documents, communications sent and required by the Registry are specified in the Legal Guidelines.

2.10.15 Status of “GRACE-PERIOD”

For the 15 (fifteen) following expiry of a domain name (field “expire:” of the item “domain”) the Registry put this domain name in the status of “GRACE-PERIOD”. The Registry communicates to the MNT of the domain name the passage to this status. If at the expiry of the 15 (fifteen) days of “GRACE-PERIOD” the domain name is in the status of “REGISTRAR-TRANSFER” or “REGISTRANT-TRANSFER” and the operations do not have positive conclusion, either for the new MNT or for the new Registrant, the status of “GRACE-PERIOD” is changed by the Registry to “NO-PROVIDER”. After the 15 (fifteen) days foreseen by the status of “GRACE-PERIOD” the Registry substitutes the status of “GRACE-PERIOD” with “ACTIVE.AUTO-RENEW”.

2.11 Modification of the data of the Registrant by the Registry

The Registrant can request the Registry to modify or integrate some of the data in the item “registrant” in the DBNA. Modification of the details does not alter the subject assignee of the domain name, save the cases specified at point 2.4.

The Registrant can ask the Registry to change the data referring to “Consent for the conservation of personal information for the diffusion and accessibility via the Internet” therefore specifying the content of the field “consentForPublishing:” of the item “registrant” of the DBNA. This is done through the procedure of modification of the data of the Registrant and attaching a new LAR to the request as specified at the previous point [2.1.1](#).

Formattato: Inglese (Regno Unito)

Eliminato: 2.1.1

2.11.1 Sending the request for modification of the data of the Registrant

The request for modification of the data of the Registrant can be also sent via fax only to the number +39 050 542420.

On the website of the Registry there are two forms for modification of data of the Registrant, see points 2.11.1.1 and 2.11.1.2.

The forms are divided into three parts:

- the first part contains the following information:
 - domain name object of the request for modification of the data of the Registrant;
- if the Registrant is a natural person it contains:
 - their personal and fiscal details,
- if the Registrant is a subject other than natural person it contains:
 - the personal and fiscal details of the natural person who, as representative of the organisation being assigned the domain name, undersigns the request and the registered office and fiscal data of the Registrant who has use of the domain name;
 - the identifying code of the MNT indicated in the LAR;
 - the incorrect data in the DBNA and the motivations of the error
- the second part is relative to the freedom from responsibility of the Registry in the case of false declaration;
- the third part contains:
 - date and place in which the document of request for modification is produced;
 - signature of the applicant.

No variations may be made to the forms mentioned above. The person requesting the modification of the data of the Registrant must compile all the compulsory fields for his/her “category” of reference, as summarised in the following table.

Compilation of request for modification of data of the Registrant

Data required	Domain names assigned to natural person (without VAT number)	Domain names assigned to subjects other than natural person	Notes
Name and surname of applicant and signatory of request	Compulsory	Compulsory	(1)
Place of birth	Compulsory	Facultative	(2)
Date of birth	Compulsory	Facultative	(3)
Residence	Compulsory	“not applicable”	(4)
Fiscal code/Identity document	Compulsory	Facultative	(5)
Firm name	“not applicable”	Compulsory	(6)

Name and surname of legal representative	"not applicable"	Compulsory	(7)
Registered office	"not applicable"	Compulsory	(8)
VAT number	"not applicable"	Compulsory	(9)
MNT identification	Compulsory	Compulsory	(10)
Signature of applicant	Compulsory	Compulsory	(11)

Notes

- (1) Natural person who has more than one name and surname must specify them in their full form. Abbreviated names or names including full stops are not permitted.
- (2) The place of birth must be specified in its complete form, including province and/or foreign state of birth.
- (3) The date of birth of the person in (1) must be written in the form "day-month-year".
- (4) There must be the complete postal address of the person in (1). For natural person resident out of Italy, it is also necessary to specify the foreign state of residence.
- (5) For Italian citizens the fiscal code must be specified; for citizens resident in other EU states, where there is no equivalent document, the number of identity document must be specified.
- (6) The exact and full name of the requesting firm must be indicated (e.g.: Pippo Limited Company, Pippo Limited Partnership, etc.).
- (7) For foreign organisations with registered office in one of the EU member states and a branch in Italy, there must be indication of the name and surname of the legal representative of the organisation and not the representative of the Italian branch.
- (8) The complete postal address of the registered office, as in (6), of the organisation requesting the domain name (street, city, province, post code, foreign state). For foreign organisations with registered office in one of the EU member states and a branch in Italy, there must be indication of the data of the main registered office, not of the branch in Italy.
- (9) The VAT number or numerical fiscal code of the requesting organisation. For de facto associations without fiscal code, the date of constitution must be indicated. For organisations located in other EU states an equivalent data item must be indicated (e.g.: tax code).
- (10) MNT identification (field "mnt-by" of the item "domain").
- (11) The request for modification of data of the Registrant must be signed by the person indicated in (1).

For Registrants (natural and/or juridical persons) of a member state of the EU other than Italy, the same principles are applied, save that foreseen by current legislation in the single member states.

2.11.1.1 Communication form for the modification of the data of the Registrant from natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of data of the Registrant of the domain name _____ .IT

The undersigned (***name surname***) born in (***place of birth and [province or foreign state]***) on (***date of birth***) resident in (***postal address [street/square, locality, post code, province or foreign state]***) fiscal code or number of identity document (***tax code/identity document number***), Registrant of the domain name in hand with the Maintainer-MNT requests modification of the data of the Registrant of the same domain name

The undersigned declares due to an error (indicate the motivation) made at the time of the registration of the domain name in object, the following incorrect data have been inserted (indicate the one in this case):

- (name surname)
- (place of birth and [province or foreign state])
- (date of birth)
- (postal address [street/square, locality, post code, province or foreign state])
- (tax code or identity document number for foreign citizens with residence outside Italy).

The undersigned also declares that:

- a) she/he does not wish to modify the value of the consent for the treatment of personal data for the diffusion and accessibility by Internet of the data in the DBNA (Data Base of Assigned Names) regarding : the address of residence, phone number, fax number, email address, Maintainer. For this reason, a new LAR will NOT be sent , nevertheless confirming and accepting all conditions indicated in the LAR sent at the moment of the registration of the domain name in object.;
- b) she/he wishes to modify the value of the consent for the treatment of personal data for the diffusion and accessibility by Internet of the data in the DBNA (Data Base of Assigned Names) regarding : the address of residence, phone number, fax number, email address, Maintainer. For this reason, a new LAR will be sent indicating a different expression of the consent for the treatment of personal data for the diffusion and accessibility by Internet of the data in the DBNA.

The undersigned attaches to the present request the appropriate documentation certifying the new data indicated above.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Communication for modification of data of Registrant from natural person– Version 2008-01

Signed
First name and surname

(Signature)

"Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the data of the Registrant of the domain name in hand and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for cancellation of the request.

The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica."

2.11.1.2 Communication form for the modification of the data of the Registrant from subjects other than natural person

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

Subject: modification of data of the Registrant of the domain name _____.**IT**

The undersigned (**first name surname**) born in (**place of birth and [province or foreign state]**) on (**date of birth**) fiscal code or number of identity document (**tax code/identity document number**), delegated to represent for the present agreement the organisation named (**company name**) with legal representative (**first name surname**) VAT number (**VAT number or numerical tax code**) with registered office in (**registered office [street/square, locality, post code, province or foreign state]**) Registrant of the domain name in hand with the Maintainer-MNT, requests the modification of the data of the Registrant of the same domain name .

The undersigned declares that due to an error (indicate the motivation) made at the time of the registration of the domain name in object, the following incorrect data have been inserted (indicate the one in this case):

- (company name)
- (VAT number or numerical tax code)
- (registered office [street/square, locality, post code, province or foreign state])
- (legal representative).

The undersigned also declares that:

- a) she/he does not wish to modify the value of the consent for the treatment of personal data for the diffusion and accessibility by Internet of the data in the DBNA (Data Base of Assigned Names) regarding: the address of registered office, phone number, fax number, email address, Maintainer. For this reason, a new LAR will NOT be sent, nevertheless confirming and accepting all conditions indicated in the LAR sent at the moment of the registration of the domain name in object;
- b) she/he wishes to modify the value of the consent for the treatment of personal data for the diffusion and accessibility by Internet of the data in the DBNA (Data Base of Assigned Names) regarding: the address of registered office, phone number, fax number, email address, Maintainer. For this reason, a new LAR will be sent indicating a different expression of the consent for the treatment of personal data for the diffusion and accessibility by Internet of the data in the DBNA.

The undersigned attaches to the present request the appropriate documentation certifying the new data indicated above.

The undersigned is aware that the Registry may act towards him/her with civil action and, if it is the case, penally, in the hypothesis of false declaration, and he/she also assures that the Registry is fully free of responsibility wherever there may be damages caused to third parties by the aforementioned false declaration.

Place, date

Request for modification of data of the Registrant from subjects other natural person– Version 2008-01

Signed

First name and surname

(Signature)

“Pursuant to article 13, parag. 1, of Executive Order 30 June 2003, n. 196, Law regarding the protection of personal information, the personal data supplied by applicants will be kept on the premises of the Istituto di Informatica e Telematica for the aims strictly associated with the operation of modification of the data of the Registrant of the domain name in hand and will be stored in a database of the Istituto di Informatica e Telematica of the CNR for the carrying out of operations relative to the same request.

The supplying of these data to the Istituto di Informatica e Telematica of the CNR is compulsory for assessment of the application for cancellation of the request.

The person concerned possesses all the rights as specified in art.7 of the above-mentioned Law. The data controller is the Director of the Istituto di Informatica e Telematica.”

2.11.1.3 Notification of receipt of the communication for modification of the data of the Registrant

The Registry informs via e-mail the MNT of the modification on the basis of the request received. The notification is sent if the data necessary are legible. If the request for modification of the data of the Registrant is accepted, the Registry modifies the data of the Registrant in the DBNA for the domain name.

The notification is sent if all the data necessary are legible.

The e-mail of notification to the MNT and to the Registrant (where in the field “email:” of the item “registrant”) contains:

- the domain name;
- the date and time of receipt of the request for modification of data;
- the name of the MNT;
- the number of pages of document received;
- the legibility of the document;
- possible errors detected in the document;
- possible reasons for rejecting the request for correction of data

2.11.1.4 Reasons for not accepting the communication for modification of the data of the Registrant

All requests for modification of data of the Registrant containing errors or without essential data are rejected with notification of the negative result to the MNT and to the Registrant, leaving unaltered the data in the DBNA for the domain name concerned. This communication is sent in the following cases:

- the domain name is not in the status of “ACTIVE,AUTO-RENEW”;
- the applicant of the modification is different from the Registrant indicated in the LAR previously received by the Registry;
- the value of the fiscal code or VAT number indicated in the request and/or in the new LAR is different from that in the field campo “regCode:”;
- the content of the request for modification is not legible;
- the request for modification lacks compulsory data;
- the compulsory data in the request for modification are indicated incorrectly or are incomplete;
- the format of the request form, as made available by the Registry, has been altered;
- the request is written in a language other than Italian;
- before the signature at the bottom of the request for modification, the name and surname of the signatory is not specified, or it refers to a person other than the applicant;
- the request is sent to the Registry via fax to a number other than +39 050 542420.

2.11.2 Operational activation of the modification of data of the Registrant

If all the checks have a positive result, the Registry concludes the process of data modification, modifying the data in the DBNA for the Registrant. At the moment of loading the new data in the DBNA notification is sent via e-mail to the MNT.

2.12 Modification of the Registrant's consent to the publication of personal data gathered in the Whois by the MNT

The MNT can request to the Registry to modify the value of the consent for the treatment of personal data for the diffusion and accessibility by Internet for the Registrant contact of a domain name (Field "consentForPublishing:" of the "Registrant" item). The modification can be made by using an apposite technical form sent by the MNT at the address change-consent@nic.it. This technical form allows to modify only the consent for publishing on the Whois the Registrant's data and, particularly: residence address, e-mail, telephone and fax number.

It is not possible to ask for more than one contact modification using the same technical form.

2.12.1 List of the fields present in the form for the modification of the consent for publishing the Registrant's data

Field name	Description	Compulsory	Multiplicity	Note
password:	Authentication Password of the MNT who manages the Registrant item indicated in the following contactID.	Yes	No	Contains the encoded password of the MNT who manages the Registrant item. Such field must always be indicated as the first line of the technical form.
contactID:	Univocal identification code of the "Registrant" for whom the MNT wishes to modify the consent for publishing of data.	Yes	No	Contains the Univocal identification code associated to the Registrant.
mnt-by:	Identification of the MNT who manages the Registrant item.	Yes	No	Contains the MNT identification.
consentProxy:	Underlines that the MNT is modifying the consent for publishing the Registrant's personal data, on its own express request.	Yes	Yes	Must contain the exact sentence: "I have received the proxy by the Registrant to modify, in the Whois database, the publication of the: residence address, email, telephone number, fax number(art. 9 L. 196/03)"

consentForPublishing:	boolean value to either express or deny the consent for the publication of personal data.	Yes	No	Admitted Values: 0 No 1 Yes
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2.12.2 Example of a technical form for the modification of the consent for publishing the Registrant's data contained in the Whois database

Subject: Request for modification of the ConsentForPublishing

password: abcdefg
contactID: MZZ1111-ITNIC
mnt-by: ZAGO-MNT
consentProxy: "I have received the proxy by the Registrant to modify in the Whois the publication of:
consentProxy: residence address, email, telephone number, fax number (art. 9 L.196/03)".
consentForPublishing: 1

2.12.3 Syntactic and semantic control on the technical form

Tutti i moduli tecnici, inviati all'indirizzo change-consent@nic.it, sono sottoposti ad un controllo sintattico e di consistenza degli oggetti e campi contenuti nel modulo.

Il sistema di controllo sintattico e semantico effettua un'analisi del modulo tecnico inviato a change-consent@nic.it. In particolare, controlla che:

- la verifica delle credenziali dell'MNT (tramite i valori dei campi "mnt-by:" e "password:") sia correttamente avvenuta;
- il campo "consentProxy:" del modulo contenga il valore "Ho ricevuto incarico dal registrante di modificare nel whois la pubblicazione di: indirizzo di residenza, email, telefono, fax (art. 9 L. 196/03)". Il controllo è case insensitive e gli spazi bianchi non alterano il valore della frase. Nel caso in cui la frase sia spezzata su più campi "consentProxy:", il controllo sintattico la ricostruisce sulla base dell'ordine sequenziale dei campi "consentProxy:" contenuti nel modulo;
- il valore del campo "consentForPublishing:" sia booleano ("0" o "1");
- il "contactID:" indicato nel modulo corrisponda ad un'oggetto "Registrant" nel DBNA;
- il "contactID:" indicato nel modulo abbia nel campo "mnt-by:" dell'oggetto "Registrant" del DBNA lo stesso valore indicato nel campo "mnt-by:" del modulo.

Gli esiti di tali controlli sono inviati, via e-mail, sia al mittente del messaggio (campo "From:" del messaggio di richiesta), che all'indirizzo e-mail specificato sul portale RAIN nel campo "moduli:" della sezione "Dati MNT/Notifiche/" dell'MNT indicato nella richiesta.

Se i controlli hanno esito positivo, il Registro modifica, nel DBNA, il valore del "consentForPublishing" dell'oggetto referenziato dal "contactID:" presente nel modulo tecnico.

Se i controlli hanno invece esito negativo il Registro provvede ad informare, via e-mail, l'MNT; in tale caso i dati associati al "Registrant" rimangono inalterati nel DBNA.

2.13 Request of modification of the MNT of a domain name already registered via a Bulk Transfer

A Bulk Transfer with just one operation allows the transfer of a considerable number a set of domain names between two MNTs or from an MNT to a Registrar.

The operation has a standard cost for a bulk transfer of up to 500 domain names and a cost for each domain name in excess of 500 names. Costs and charging arrangements are specified in the service contract between the Registry and the Maintainer.

The modification request takes place through the online portal RAIN in the "Operations/Bulk Transfer" section and by sending a written document to the Register signed by both the parties involved.

If a Bulk Transfer is successful there is no update of the expiry of the domain names, which thus remains the same.

For each Bulk Transfer, the parties involved (Maintainers and / or Registrars) must send the Registry a paper request signed by their legal representatives or by proxy. This request must contain a declaration that the Registrants of the domain names involved in the Bulk Transfer have been informed of the transfer and have given their consent.

2.13.1 Description of the procedure on the online portal RAIN

The MNT wishing to carry out a Bulk Transfer of a certain number of domain names to another MNT, must access the "Operations/Bulk Transfer" on RAIN and fill in the following online form:

2.13.1.1 Online form to request the modification of the MNT via a Bulk Transfer (to be filled in by the MNT transferor)

Subject: Request by the MNT transferor, to modify the MNT by means of a Bulk Transfer.

The undersigned (**first name, last name, tax code**), legal representative/delegated by legal representative (**first name and last name of the legal representative**) of the organization¹ (**name, VAT number or tax code, MNT TAG**) with registered office in (**registered office [street / square, town, post code, province or foreign state]**), the contract holder for the registration of domain names in ccTLD.it, requests that for the domain names listed below² there shall be a Bulk Transfer to the MNT/REG TAG (indicate the new MNT/REG to which to transfer the domain names).

The undersigned declares that the Registrants of the domain names in the list have been informed and they have accepted the Bulk Transfer in object³.

The undersigned is aware that the Registry, in case of false statement, may act against him/her with a civil action and, where appropriate, with a legal action, in case of a false statement. He/She also shall release the Registry from any responsibility where the said misrepresentation caused damage to third parties.

The undersigned party declares that he/she is not a party to any legal proceedings relating to domain names that are object of this Bulk Transfer.

"Pursuant to with art. 13, parag. 1, of Legislative Decree 30 June 2003, No. 196, regarding the protection of personal data, the personal data supplied by applicants will be stored care of the Institute

¹ The data of the organization are taken directly from the DBNA. They are presented to the MNT and cannot be modified.

² The list is provided by uploading a text file containing one domain name per line.

³ Click to accept. If not accepted, the procedure stops.

of Informatics and Telematics for the purposes strictly related to the change of the MNT via a Bulk Transfer, and will be stored in an automated database of the Institute of Informatics and Telematics of the Italian National Research Council in order to carry out operations relating to the request. The giving of these data to the Institute of Informatics and Telematics of the Italian National Research Council is mandatory for the evaluation of the request for a Bulk Transfer. The interested party has his/her rights specified in Art. 7 of the said D. Lgs. The data controller is the Director of the Institute of Informatics and Telematics."

Date,

2.13.1.2 MNT transferor: Verification procedure of domain names in Bulk Transfer

When the online form has been filled in, the request goes into "SUBMITTED". The Registry then automatically checks whether the domain names listed may be subject to a "Bulk Transfer". Specifically, it checks whether:

- the MNT of the domain names coincides with the MNT that is authenticated on RAIN to carry out the request for transfer;
- the MNT TAG of the MNT/REG transferee in the form corresponds to a MNT TAG registered in the DBNA;
- the MNT/REG transferee is in an ACTIVE status;
- the domain names in the list are in one of the following statuses: ACTIVE, NO-PROVIDER, redemption-NO-PROVIDER, CHALLENGED and GRACE PERIOD.

At the end of the procedure, the system automatically generates an email to the MNT transferor containing the outcome of the procedure and the unique identifier that identifies the list of domain names involved in the transaction.

If the transfer fails, the email contains the errors detected during the verification procedure of domain names covered by the Bulk Transfer. The Bulk Transfer request then goes into "REJECTED".

If successful, together with an automatic email to the MNT transferor, the system also generates an email to the MNT/REG transferee containing the instructions relating to the request for transfer that is taking place, and the URL⁴ for accessing RAIN to complete the Bulk Transfer. The Bulk Transfer request then goes into "VERIFIED".

The MNT/REG transferee has 10 working days to access the RAIN portal, in order to refuse or accept the request for Bulk Transfer. If the MNT/REG transferee does not accept or refuse this request before the end of this period, Bulk Transfer request then goes into "EXPIRED".

If refused, the system generates an email to the MNT transferor informing them of this decision and the Bulk Transfer request then goes into "CANCELLED". If accepted, the MNT/REG transferee must complete the following technical form:

2.13.1.3 Request form for changing the MNT via a Bulk Transfer Operation (to be filled in by MNT/REG transferee)

Subject: Request by the MNT/REG transferee to modify the MNT via a Bulk Transfer

The undersigned (**first name, last name, tax code**), legal representative/delegated by legal representative (**first name and last name of the legal representative**) of the organization⁵ (**name, VAT number or tax code, MNT/REG TAG**) with registered office in (**registered office [street/square, town, post code, province or foreign state]**), the contract holder for the registration of domain names in ccTLD.it, requests that for the domain names listed below⁶ there shall be a Bulk Transfer Operation to the MNT/REG represented by the undersigned.

The undersigned is aware that the Registry, in case of false statement, may act against him/her with a civil action and, where appropriate, with a legal action, in case of a false statement. He/She also shall release the Registry from any responsibility where the said misrepresentation caused damage to third parties.

The undersigned party declares that he/she is not a party to any legal proceedings relating to

⁴ The URL allows the transferee MNT/REG to access the Bulk Transfer request made by the MNT transferor and contains the list of domain names validated by the automatic procedure.

⁵ The data of the organization are taken directly from the DBNA. They are presented to the MNT/REG and cannot be modified.

⁶ The list of domain names cannot be modified by the transferee MNT/REG, which can only accept or refuse the Bulk Transfer request.

domain names that are object of this Bulk Transfer.

"Pursuant to with art. 13, paragraph 1, of Legislative Decree 30 June 2003, No. 196, regarding to the protection of personal data, the personal data supplied by applicants will be stored care of the Institute of Informatics and Telematics for the purposes strictly related to the change of the MNT via a Bulk Transfer, and will be stored in an automated database of the Institute of Informatics and Telematics of the Italian National Research Council in order to carry out operations relating to the application. The giving of these data to the Institute of Informatics and Telematics of the Italian National Research Council is mandatory for the evaluation of the request for a Bulk Transfer. The interested party has his/her rights specified in Art. 7 of the said D. Lgs. The data controller is the Director of the Institute of Informatics and Telematics."

Date,

2.13.1.4 MNT/REG transferee: Verification and acceptance of the domain names subject to Bulk Transfer

Once the form has been filled in and the Bulk Transfer accepted⁷, the request goes into "APPROVED" an automated procedure verifies that the domain names on the list are in a status compatible with the Bulk Transfer Operation. Specifically, checks are made to verify that the domain names contained in the list are in one of the following statuses: ACTIVE, NO-PROVIDER, REDEMPTION-NO-PROVIDER, CHALLENGED and GRACE PERIOD. The procedure then places the domain names in the status of BULK-TRANSFER.

If the procedure finds that one or more domain names are in a status that is not compatible with Bulk Transfer, it deletes them from the list of domain names and do not perform on them the Bulk transfer Operation, leaving them in their current status.

Upon completion of the Bulk Transfer Operation, the procedure produces a PDF form containing the declarations of the MNT transferor and MNT/REG transferee along with the URL indicating the list of domain names under Bulk Transfer.

The system then, generates an email to the MNT transferor and MNT/REG transferee containing the outcome of the procedure, and only if successful, the unique identifier that identifier the list of domain names involved in the transaction. The request for Bulk Transfer then goes into "DOC_WAITING".

In order to complete the transaction, the MNT/REG transferee has to:

- print the PDF form generated by the system and relating to the Bulk Transfer request, sign it and have it signed by the MNT transferor;
- send it to the Registry. The document can be sent to the Registry, either by the MNT transferor or MNT/REG transferee, by conventional post, courier or fax. Requests for MNT modifications through a Bulk Transfer Operation via fax must be sent exclusively to the number +39 050 570230 and must be addressed to:

Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1
I-56124 Pisa (Italy)

The signed form must reach the Registry within 10 (ten) working days after the acceptance of the request for Bulk Transfer by the MNT/REG transferee, and thus from the change of domain names to BULK-TRANSFER status.

When the correct paper documentation has been received, the Registry modifies the MNT of the domain names listed in the Bulk Transfer request by the MNT/REG transferee, puts the

⁷ Via Point and Click.

said domain names into ACTIVE, and then duplicates the contacts referenced therein by modifying the MNT with the MNT/REG transferee. If the transferee is a Registrar, the Registry generates the "AuthInfo" code for each domain name for which the transaction has been completed. The new Registrar must inform the Registrant of the "AuthInfo" code. If the transferee is a Maintainer, this "AuthInfo" code is not generated. The value of the "expire" field of the domain name is not updated. The request for Bulk Transfer then goes into "COMPLETED".

On the other hand, if after 10 (ten) working days the Registry has not received the application in question, the Registry will restore the domain names that are in BULK-TRANSFER status to their original status. In this case, the request for Bulk Transfer then goes into "EXPIRED".

The following is an example of a form generated automatically by the system in response to a request for Bulk Transfer.

Example of form generated automatically by the system following a Bulk Transfer request

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1 I-56124 Pisa (Italy)

Il sottoscritto *Donald Duck* rappresentante legale dell'organizzazione *Warehouse SpA*, partita IVA *12345678901*, *DONALD-MNT*, con sede in via Deposito 23, 57028 Suvereto, LI, titolare del contratto per la registrazione dei nomi a dominio nel ccTLD.it;

e

Il sottoscritto Carlo Verdi delegato dal rappresentante legale *Mario Rossi* dell'organizzazione *Colours snc*, partita IVA *21222324259*, *COLOURS-MNT*, con sede in *Piazza Mille Colori 1*, *56100 Pisa, PI*, titolare del contratto per la registrazione dei nomi a dominio nel ccTLD.it;

richiedono

l'operazione di "Trasferimento Bulk" per i nomi a dominio presenti alla URL <http://rain.nic.it/.../...>, da *DONALD-MNT* a *COLOURS-MNT*

Le parti, come sopra definite,

dichiarano che

gli assegnatari dei nomi a dominio sono stati informati ed hanno accettato la predetta modifica del Maintainer.

Per la tutela dei contraenti, rispetto al trattamento dei dati personali, saranno osservate le disposizioni stabilite dal D.Lgs. 30 giugno 2003, n. 196, Codice in materia di protezione di dati personali.

I dati sono raccolti ad esclusivo fine di gestione delle operazioni descritte nel presente documento.

I firmatari sono consapevoli che il Registro potrà agire nei loro confronti con azione civile e, se del caso, in sede penale, in ipotesi di falsa dichiarazione, e si assumono altresì la responsabilità di tenere il Registro in ogni caso manlevato ed indenne ove dalla predetta falsa dichiarazione fossero causati danni a terzi.

I firmatari dichiarano di non essere parte in causa in azioni giudiziarie relative ai nomi a dominio oggetto del presente Trasferimento Bulk.

Data, _____

Il sottoscritto (MNT Cedente)
Donald Duck

Il sottoscritto (MNT cessionario)
Carlo Verdi

(Firma)

(Firma)

Example of form generated automatically by the system following a Bulk Transfer request (English version for comprehension only)

Al Registro del ccTLD.it
Istituto di Informatica e Telematica del CNR
Via Giuseppe Moruzzi, 1 I-56124 Pisa (Italy)

The undersigned Donald Duck, legal representative of Warehouse SpA, VAT number 12345678901, DONALD-MNT, with registered office in via Deposito 23, 57028 Suvereto, LI, contract holder for the registration of domain names in ccTLD.it;

and

The undersigned Carlo Verdi, delegated by the legal representative of Mario Rossi of Colours snc, VAT number 21222324259, COLORS-MNT, with registered office in Piazza Mille Colori 1, 56100 Pisa, PI, the contract holder for the registration of domain names in ccTLD "it";

request

a "Bulk Transfer" for the domain names indicated in the URL <http://rain.nic.it/.../> from
DONALD-MNT to COLORS-MNT

The parties, as defined above,

declare that

the Registrants of the domain names have been informed and have accepted the above modification of the Maintainer. The personal data of the contractors will be protected as per Italian law (30 June 2003, No. 196). Law regarding the protection of personal data.

The data are collected for the sole purpose of managing the transactions described in this document.

The undersigned are aware that the Registry, in case of false statement, may act against them with a civil action and, where appropriate, with a legal action, in case of a false statement. The undersigned also shall release the Registry from any responsibility where the said misrepresentation caused damage to third parties.

The undersigned parties declare that they are not part of any legal proceedings relating to domain names that are the subject of this Bulk Transfer.

Date

The undersigned (MNT transferor)
Donald Duck

The undersigned (MNT transferee)
Carlo Verdi

(Signature)

(Signature)

3 Appendix A – The Whois service

3.1 Description

In the public WHOIS service only research for domain names may be carried out. The service is available at the following addresses:

- queries from command line:
whois.nic.it (porta 43)
das.nic.it (porta 4343)
- queries via Web:
access by mean of <https://rain.nic.it/>

3.2 Option: ConsentForPublishing = 1

Name of attribute	Public WHOIS (port 43)	Public WHOIS (via Web)	WHOIS MAINTAINER (via RAIN and SOAP)
domain:	YES	YES	YES
status:	YES	YES	YES
registrant:	YES (the referenced item is visualised)	YES (the referenced item is visualised)	YES (as contactID and referenced item)
admin:	YES (the referenced item is visualised)	YES (the referenced item is visualised)	YES (as contactID and referenced item)
tech:	YES (the referenced item is visualised)	YES (the referenced item is visualised)	YES (as contactID and referenced item)
nserver:	YES (only name)	YES (only name)	YES
mnt-by:	YES (the referenced item is visualised)	YES (the referenced item is visualised)	YES (as SIGLA- MNT)
oldDescr:	NO	NO	YES
lastupdate:	YES	YES	YES
created:	YES	YES	YES
expire:	YES (only	YES (only	YES (only

	year/month/day)	year/month/day)	year/month/day)
--	-----------------	-----------------	-----------------

3.3 Fields in the registrant object

Name of attribute	Public WHOIS (port 43)	Public WHOIS (via Web)	WHOIS Maintainer (via RAIN and SOAP)
name:	YES	YES	YES
org:	NO (coincides with name:)	NO (coincides with name:)	YES
contactID:	NO	NO	YES
regCode:	NO	NO	YES
contactType:	NO	NO	YES
entityType:	NO	NO	YES
consentForPublishing:	NO	NO	YES
street:	YES (as part of Address)	YES (as part of Address)	YES
city:	YES (as part of Address)	YES (as part of Address)	YES
stateOrProvince:	YES (as part of Address)	YES (as part of Address)	YES SI
postalCode:	YES (as part of Address)	YES (as part of Address)	YES
countryCode:	YES (as part of Address)	YES (as part of Address)	YES
nationalityCode:	NO	YES (as Nationality)	YES
voice:	NO	YES (as Phone)	YES

fax:	NO	YES	YES
email:	NO	YES	YES
mnt-by:	NO	NO	YES
lastUpdate:	YES	YES	YES
created:	YES	YES	YES

3.4 Fields in the contact object

Name of attribute	Public WHOIS (port 43)	Public WHOIS (via Web)	WHOIS Maintainer (via RAIN and SOAP)
name:	YES	YES	YES
org:	YES	YES	YES
contactID:	NO	NO	NO
contactType:	NO	NO	NO
consentForPublishing:	NO	NO	NO
street:	YES (as part of Address)	YES (as part of Address)	YES
city:	YES (as part of Address)	YES (as part of Address)	YES
stateOrProvince:	YES (as part of Address)	YES (as part of Address)	YES
postalCode:	YES (as part of Address)	YES (as part of Address)	YES
countryCode:	YES (as part of Address)	YES (as part of Address)	YES
voice:	NO	YES (as Phone)	YES
fax:	NO	YES	YES

email:	NO	YES	YES
mnt-by:	NO	NO	YES
contactIDOld	NO	NO	<i>YES</i>
oldAddress	NO	NO	<i>YES</i>
lastUpdate:	YES	YES	YES
created:	YES	YES	YES

3.5 Example of Whois query

General consideration: if the value of an attribute is missing, if it is optional it is not visualised, otherwise in place of this value there is the string “n.a.”

3.5.1 Example of public visualisation (porta 43)

```
*****
* Please note that the following result could be a *
* subgroup of the data contained in the database *
*
* For additional information please consult: *
* http://www.nic.it/cgi-bin/Whois/whois.cgi *
*****
```

```
Domain:          <domain>
Status:          <status>
Created:         <created>
Last Update:     <lastupdate>
Expire Date:     <expire>
```

Registrant

```
Name:            <name>
ContactID:       <ID>
Address:         <street>
                 <street>
                 <street>
                 <city>
                 <postalcode>
                 <state>
                 <countries_id>
Created:         <created>
Last Update:     <lastupdate>
```

Admin Contact

```
Name:            <name>
ContactID:       <ID>
Organization:    <Org>
Address:         <street>
                 <street>
                 <street>
                 <city>
                 <postalcode>
                 <state>
                 <countries_id>
Created:         <created>
Last Update:     <lastupdate>
```

Technical Contacts

```
Name:            <name>
ContactID:       <ID>
Organization:    <Org>
Address:         <street>
                 <street>
```


Created: <street>
 Last Update: <city>
 Registrar: <postalcode>
 Organization: <state>
 Name: <countries_id>
 Web: <created>
 Nameservers: <lastupdate>
 <nserver>
 <nserver>

3.5.2 Example of public visualisation (via Web and graphic password)

Domain: <domain>
 Status: <status>
 Created: <created>
 Last Update: <lastupdate>
 Expire Date: <expire>

Registrant

Name: <name>
 ContactID: <ID>
 Address: <street>
 <street>
 <street>
 <city>
 <postalcode>
 <state>
 <countries_id>

Nationality: <nationality>

Phone: <voice>

Fax: <fax>

Email: <email>

Created: <created>

Last Update: <lastupdate>

Admin Contact

Name: <name>

ContactID: <ID>

Organization: <Org>

Address: <street>
 <street>
 <street>
 <city>
 <postalcode>
 <state>
 <countries_id>

Phone: <voice>

Fax: <fax>
Email: <email>
 Created: <created>
 Last Update: <lastupdate>

Technical Contacts

Name: <name>
 ContactID: <ID>
 Organization: <Org>
 Address: <street>
 <street>
 <street>
 <city>
 <postalcode>
 <state>
 <countries_id>

Phone: <voice>
Fax: <fax>
Email: <email>
 Created: <created>
 Last Update: <lastupdate>

Registrar

Organization: <registrar_org>
 Name: <registrar_name>
 Web: <registrar_web>

Nameservers

<nserver>
 <nserver>

Option: ConsentForPublishing = 0 both for registrant and contact)

The visualisation does not change in the case of query to port 43 or via Web)

Domain: <domain>
 Status: <status>
 Created: <created>
 Last Update: <lastupdate>
 Expire Date: <expire>

Registrant

Name: <name>
 ContactID: <ID>

Admin Contact

Name: <name>
 ContactID: <ID>

Technical Contacts

Name: <name>
 ContactID: <ID>

Registrar

Organization: <registrar_org>

Name: <registrar_name>
Web: <registrar_web>

Nameservers
<nserver>
<nserver>

3.5.3 Example of visualisation for domain name not registered in the DBNA

Domain: <domainname>
Status: AVAILABLE

3.5.4 Example of visualisation for Maintainers (irrespective of consentForPublishing)

domain: **(domain)**
status:
registrant:
admin:
tech:
nserver:
mnt-by:
oldDescr:
lastUpdate:
created:
expire:

name: **(registrant)**
org:
contactID:
regCode:
contactType:
entityType:
consentForPublishing:
street:
city:
postalcode:
stateOrProvince:
countryCode:
nationalityCode:
voice:
fax:
email:
mnt-by:
created:
lastUpdate:

name: **(contact)**
org:
contactID:
consentForPublishing:
street:
city:
postalcode:

stateOrProvince:
countryCode:
voice:
fax:
email:
mnt-by:
contactIDOld:
oldAddress:
created:
lastUpdate:

3.5.5 DAS service

This allows queries only for domain names.

Host name: das.nic.it
Port 4343.

Query analogous to Whois service.

Result:

- if domain name is not in the DBNA:

Domain: <domainname>
Status: AVAILABLE

- if domain name is in the DBNA:

Domain: <domainname>
Status: NOT AVAILABLE

4 Appendix B – Generation procedure for the zone of the ccTLD.it or of a domain belonging to a predefined geographic structure

The generation procedure of the zone of the ccTLD.it, or of a domain belonging to a predefined geographic structure, is done automatically once a day starting from the data in the fields “nserver:” of the items “domain” in the DBNA.

4.1 Generation of “GLUE RECORDS” in the zone of the ccTLD.it or of a domain belonging to a predefined geographic structure

The generation procedure of the zone of the ccTLD.it, or of a domain belonging to a predefined geographic structure, foresees also the generation, if necessary, of “GLUE RECORDS”, that is “nameserver - IP address” associations essential for a correct functioning of the process of resolution of domain names. This procedure is based on the analysis of the value of the field “nserver:” of the item “domain” in the DBNA and, in particular, on the name of the nameserver indicated: if this name belongs to the zone of the domain name in which it is referenced, the procedure extracts the IP address associated with it and inserts the “GLUE RECORD”, otherwise it does not.

Supposing, for example, that in the DBNA there are the following two domain names with their respective “nserver:” fields:

```
domain: pippo.it
nserver: 199.199.199.10 ns.pippo.it
nserver: ns.pluto.it
```

and

```
domain: pluto.it
nserver: ns2.pippo.it
nserver: ns.foo.com
```

In this case, the procedure generates a single “GLUE RECORD” for the nameserver “ns.pippo.it”. For the other nameservers, which do not belong to the zone of the domain name in which they are referenced (ns.pluto.it is not “son” of pippo.it and ns2.pippo.it and ns.foo.com are not “sons” of pluto.it) the procedure does not generate “GLUE RECORDS” and their IP addresses are obtained through the normal process of resolution of domain names.