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**Italian
CRIMINAL RECORD CERTIFICATES
request form**

Certificate type		Issuing time frame	Price	flag here	
(Italian name)	(English names)		each certificate	↓	
Certificato del Casellario Giudiziale	Criminal Record / Police Clearance / Police Check / Background Check / PCC / Judicial Records / DBS		Regular issue 7 banking days	€ 69	
			Urgent issue 2 banking days	€ 99	
Certificato dei Carichi Pendenti	Pending Proceedings / Outstanding Charges	Issued in Rome	Regular issue 7 banking days	€ 69	
			Urgent issue 2 banking days	€ 99	
		Issued elsewhere *	Typically, 20 banking days	€ 69	
Visura senza valore di certificazione del Casellario Giudiziale	Ordinary Report of Registrations in the Criminal Records – <u>Not a certificate</u>		Regular issue 7 banking days	€ 45	
			Urgent issue 2 banking days	€ 75	

* please, specify the CITY of issue in your application – issuing time for other cities than Rome is approximated; no guarantee

Optional services		
Apostille / Legalization (specify target <u>Country</u>) [within +3 banking days]		€ 35 each doc *
Translation	Sworn ** (enter target <u>language</u>) [within +3 banking days] Eligible for Apostille	€ 85 each doc
	Certified (English only) [within +1 banking day] NOT eligible for Apostille	€ 28 each doc

* for certificates issued in other cities than Rome, bearing sworn translations, price is € 70, as the Apostille will be affixed by a different Legalization Office.

** price for English, French, German, Spanish, Portuguese languages – please ask us for other languages. It includes the € 16 stamp duty, too.

Certificate holder's details			
Please fill out in CAPITAL letters only - all fields are mandatory, but Tax Code			
Family name / Surname *			
Given name / Name *			
DOB – date of birth (dd/mm/yyyy)			
POB – place of birth (city)			
Country of birth			
Sex		Italian Tax Code, if any (optional)	
Citizenship			

* as on passport or other actual ID. The certificate names will match the names as on ID. BOTH fields are mandatory.

Delivery address for DHL/UPS/FedEx courier optional details – fill out in case of home delivery ONLY			
Please, fill out in CAPITAL letters only – All fields are mandatory			
In case of wrong or incomplete details, the courier will delay/void delivery and will apply surcharges			
Recipient name			
Delivery address (please, enter as on a parcel label)			
Post code		City	
Country			
Local phone number			
e-mail			

Please, e-mail this form, together with a scan of a **certificate holder's valid ID**, to: **CR@CAESARWEB.IT**

Accepted IDs with a photograph are: **Passport, ID card, Driving License**. It must bear the Place of Birth.