

Al Signor Questore di:
(Sigla Provincia)^(b)

MINISTERO DELL'INTERNO
GENOVA

GE

Codice istanza
Spazio per codice a barre

MOD. 209
MODULO 1

1. SCRIVERE IN STAMPATELLO CON PENNA NERA

MARCA DA BOLLO
€14,62

- Where it said **“Al Signor Questore di:”** you have to write the city where the person is domiciled and for which he/she requires the residence permit (if the person makes the request at Genoa, we write Genova)
- Where it said **“(Sigla Provincia):”** you have to write the province of the city where the person is domiciled and for which he/she requires the residence permit (if the person makes the request at Genoa, we write GE)*

2. SEZIONE 1 - DATI DELLA RICHIESTA

3. COGNOME (a)

COGNOME

4. NOME (a)

NOME

5. PROVINCIA DI DOMICILIO (b)

GE

6. COMUNE DI DOMICILIO

GENOVA

- In section 1 point **"3. COGNOME"** you have to write the surname of the person who requires the residence permit
- In section 1 point **"4. NOME"** you have to write the name of the person who requires the residence permit
- In section 1 point **"5. PROVINCIA DI DOMICILIO"** you have to write the province of residence (where the person who makes the request live and asks for the residence permit)
- In section 1 point **"6. COMUNE DI DOMICILIO"** you have to write the municipality of residence (where the person who makes the request live and asks for the residence permit)*

*If you need help you can find a table called “**TABELLA-ALLEGATA N.1 CODICI SIGLE PROVINCE**” inside the envelope

7. RICHIEDE IL:		13. DEL/DELLA:	
8. RILASCIO (c)	☐	14. PERMESSO DI SOGGIORNO (c)	☒
9. RINNOVO(c)	☒	15. CARTA DI SOGGIORNO (c)	☐
10. AGGIORNAMENTO(c)	☐	16. CODICE TIPOLOGIA PERMESSO CARTA DI SOGGIORNO IN RICHIESTA(d)	24
11. DUPLICATO(c)	☐	17. AGGIORNAMENTO FOTO CARTA SOGGIORNO STRANIERI(c)	☐
12. CONVERSIONE (c)	☐		

18. NUMERO PERMESSO / CARTA DI SOGGIORNO IN POSSESSO O DI RIFERIMENTO(e) **I18117639** ☐☐☐☐☐☐

19. CODICE TIPOLOGIA CARTA/PERMESSO DI SOGGIORNO IN POSSESSO O DI RIFERIMENTO(d) **24**

20. DATA DI SCADENZA DEL PERMESSO **04 / 02 / 2023**
gg mm aaaa

- In section 1 point **"9. RINNOVO"** you have to put an X because you're asking for the renewal of the residence permit.
- In section 1 point **"14. PERMESSO DI SOGGIORNO"** you have to put an X because you're asking for your residence permit
- In section 1 point **"16. CODICE TIPOLOGIA PERMESSO CARTA DI SOGGIORNO IN RICHIESTA"** you have to write the type code of the residence permit on request (if it's for study reason the number is always 24)
- In section 1 point **"18. NUMERO PERMESSO/CARTA DI SOGGIORNO IN POSSESSO O DI RIFERIMENTO"** you have to write the number of the residence permit
- In section 1 point **"19. CODICE TIPOLOGIA PERMESSO CARTA DI SOGGIORNO IN RICHIESTA"** you have to write the type code of the residence permit that the person who's asking for the residence permit already has (if it's for study reason the number is always 24)
- In section 1 point **"20. DATA DI SCADENZA DEL PERMESSO"** you have to write the date when the residence permit expires.

21. SEZIONE 2 - DATI SULL'ISTANZA COMPILATA(f)

22. INDICARE QUALI MODULI SONO STATI COMPILATI ☐ ☐	23. MODULO 1 ☒	24. MODULO 2 ☐
25. INDICARE IL NUMERO TOTALE DI FOGLI (g) ☐ ☐	26. INDICARE IL NUMERO DICHIARATO DI FIGLI A CARICO (h) ☐ ☐	
27. CHIUNQUE RILASCI A DICHIARAZIONI MENDACI, FORMA ATTI FALSI O NE FA USO NEI CASI PREVISTI DAL DPR 28 DICEMBRE 2000 N. 445, E' PUNITO AI SENSI DEL CODICE PENALE E DELLE NORME IN MATERIA DI IMMIGRAZIONE		
28. DATA 03 / 05 / 2022 gg mm aaaa		29. FIRMA <u>tua firma - your signature</u> <u>votre signature - su firma</u>

- In section 2 point **"23. MODULO 1"** you have to put an X because you're filling the type of module 1
- In section 2 point **"28. DATA"** you have to write the date of the day when you're requesting your residence permit
- In section 2 point **"29. FIRMA"** you have to sign

30. SEZIONE 3 - DATI ANAGRAFICI

31. CODICE FISCALE (OVE IN POSSESSO)	MFZTLD31Q58G420A											
32. STATO CIVILE (I)	A	33. SESSO (I)	M	34. NATO/A IL (a)	04 / 05 / 1989							
35. CODICE STATO NASCITA (k)	USA		36. CODICE STATO CITTADINANZA (k)	USA		37. RIFUGIATO (c) SI	NO		X			
38. CITTA' DI NASCITA	WASHINGTON D.C.											

- In section 3 point “**31. CODICE FISCALE (OVE IN POSSESSO)**” you have to write the fiscal code of the person who requires the residence permit (if he/she/it hasn’t a fiscal code leave the spaces white)
- In section 3 point “**32. STATO CIVILE**” you have to indicate if the person who requires the residence permit is married or not (in this example we put an “A” because the person isn’t married, if he/she/it’s married we put a “B”)
- In section 3 point “**33. SESSO**” you have to write the sex of the person who requires the residence permit (in this example he is a man)
- In section 3 point “**34. NATO/A IL**” you have to write the date of birth of the person who requires the residence permit (in this example he was born on the fourth of May 1989)
- In section 3 point “**35. CODICE STATO NASCITA**” you have to write the code of the state where the person who requires the residence permit was born (in this example he was born in the USA)
- In section 3 point “**36. CODICE STATO CITTADINANZA**” you have to write the code of the state of nationality of the person who requires the residence permit (in this example USA, if you need help use the table “**TABELLA ALLEGATO N.3 – CODICI STATO**” inside the envelope)
- In section 3 point “**37. RIFUGIATO**” you have to specify if the person who’s asking for the residence permit is a refugee or not (in this example he isn’t)
- In section 3 point “**38. CITTA’ DI NASCITA**” you have to write the city where the person who requires the residence permit was born (in this example Washington D.C.)

39. SEZIONE 4 - DATI DOCUMENTO DI IDENTITA'

40. PASSAPORTO (c)	X	41. O ALTRO TIPO DI DOCUMENTO (c)		42. SPECIFICARE ALTRO TIPO DI DOCUMENTO (I)		
43. ALTRO						
44. NUMERO	WS5375934					
45. VALIDO SINO AL	24 / 12 / 2026					
46. RILASCIATO DA (m)	01					

- In section 4 point “**40. PASSAPORTO**” / “**41. O ALTRO TIPO DI DOCUMENTO**” / “**42. SPECIFICARE ALTRO TIPO DI DOCUMENTO**” / “**43. ALTRO**” you have to write the type of document of the person who requires the residence permit (in this example it’s the passport)
- In section 4 point “**44. NUMERO**” you have to write the number of document of the person who requires the residence permit (in this example WS5375934)
- In section 4 point “**45. VALIDO SINO AL**” you have to write the expiry date of the document of the person who requires the residence permit (in this example the passport is valid until the 24 of December 2026)

- In section 4 point **“46. RILASCIATO DA”** you have to write the code associated with the state which issued the document of the person who requires the residence permit (if the passport was produced in the state of citizenship you have to write 01, if the passport was taken in the embassy/consulate of your country but in a foreign country (not Italy) you have to write 02, if the passport was taken in the embassy/consulate of your country in Italy you have to write 03.

65. SEZIONE 7 - RECAPITO IN ITALIA DEL RICHIEDENTE

66. PROVINCIA(b)	GE	
67. COMUNE	GENOVA	
68. INDIRIZZO	VIA XX SETTEMBRE	
69. NUMERO CIVICO	205 / R	
70. SCALA	1	
71. INTERNO	16121	
72. CAP	16121	
73. INDIRIZZO E-MAIL (FACOLTATIVO) (P)	NOME.COGNOME@GMAIL.COM	
74. TELEFONO FISSO IN ITALIA (FACOLTATIVO) (P)	1234567890	
75. TELEFONO CELLULARE IN ITALIA (FACOLTATIVO) (P)	1234567890	

- In section 7 point **“66. PROVINCIA”** you have to write the province of the city where the person who requires the residence permit is domiciled in Italy (in this example GE)*
- In section 7 point **“67. COMUNE”** you have to write the city where the person who requires the residence permit is domiciled in Italy (in this example Genova)
- In section 7 point **“68. INDIRIZZO”** you have to write the address where the person who requires the residence permit is domiciled in Italy (in this example via XX settembre)
- In section 7 point **“69. NUMERO CIVICO”** you have to write the house number where the person who requires the residence permit is domiciled in Italy (in this example 205/R)
- In section 7 point **“70. SCALA”** / **“71. INTERNO”** you specify the stairs and/or the number of the apartment where the person who requires the residence permit is domiciled in Italy (in this example interno 1)
- In section 7 point **“72. CAP”** you have to write the postal code of the place where the person who requires the residence permit is domiciled in Italy (in this example 16121)
- In section 7 point **“73. INDIRIZZO E-MAIL”** you have to write the e-mail address of the person who requires the residence permit
- In section 7 point **“74. TELEFONO FISSO IN ITALIA”** / **“75. TELEFONO CELLULARE IN ITALIA”** you have to write the home phone number and/or the mobile phone number of the person who requires the residence permit

*If you need help you can find a table called **“TABELLA-ALLEGATA N.1 CODICI SIGLE PROVINCE”** inside the envelope