



The Fiscal Code is a code made up of letters and numbers on the basis of your first name, family name, date and place of birth and it is used by the Public Administration to identify the citizens living in Italy. All those living in Italy need to have their own. The first step is therefore, if you don't have one already, to get your Fiscal Code from Agenzia delle Entrate, the fiscal agency of the public administration. To receive your Fiscal Code it is necessary to fill out the Form called "Modello AA4 8", that you can easily find for download here:

<https://www.moduli.it/modello-aa4-8-9739>

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Remember to flag the sentence "Dichiaro di aver preso visione della nota informativa" (a note with information on Data Protection). After that, the process goes entirely online. The second step is to send by email (your personal email) the "Modello AA4 8" to the Agenzia delle Entrate office closest to you (in Ancona [dp.ancona.uptancona@agenziaentrate.it](mailto:dp.ancona.uptancona@agenziaentrate.it) )

I do not know if at the end of the process you have to book for an appointment at that office but I am sure instructions will be clear.