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**Let'sGo!**  
*Gorizia*

**GO! 2025**  
NOVA GORICA - GORIZIA



**Gusti**  
di Frontiera

**25–28 SEPTEMBER 2025 – 20th EDITION**

**GUIDELINES FOR PARTICIPATION**

Approved by Municipal Executive Resolution No. 95/2025

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## **PART ONE: PROCEDURES AND REQUIREMENTS**

### **1. GENERAL PROVISIONS**

The event **GUSTI DI FRONTIERA – 20th Edition – year 2025** is the official celebration of culinary and gastronomic traditions organised exclusively by the City of Gorizia (hereinafter referred to as “the City”).

It is governed by Municipal Executive Resolution No. 95 dated 3 April 2025, to which express reference is made for any aspects not covered in this document.

The event takes place in the city centre, as shown in the attached map, and is organised into **themed areas**, i.e., **Borghi**. As such, it is a condition of participation—applicable to both individual and group exhibitors—that each exhibitor must be placed within the themed area that corresponds to, or most closely aligns with, their offering.

The entire admission procedure falls exclusively under the responsibility of the City of Gorizia, which is the sole authority entitled to issue public land occupation permits.

### **2. PARTICIPATION IN THE EVENT**

#### **2.1 Participant Categories: Who May Take Part in the Event?**

The following may participate in the event:

- **Group entities**, comprising *multiple individual participants* represented by a single *group coordinating body*. In such cases, each individual participant carries out their activity independently. The group entity is responsible for cleaning the allocated area before and after the event and for providing sanitary facilities for its staff.
- **Individual entities**, i.e., entities *taking part in their own name and on their own behalf*, directly and actively conducting their business.

Specifically, these are:

- Traders in the agri-food sector, providers of food and beverage services, and agricultural entrepreneurs;
- Licensed food and beverage service providers and food retailers whose business premises are located within the event area;
- Owners of bookshops and gift shops with premises in the event area, for the exclusive sale of books and event-themed merchandise;
- Artisans and craft businesses whose offerings align with the event’s theme;
- Artisanal professionals (e.g., hairdressers or beauticians) who will be present only for demonstration purposes, and not to provide services;
- Third-sector organisations as defined in Italian Legislative Decree No. 117 of 3 July 2017;
- Public entities and institutional bodies;
- Protection and promotion consortia;

- Hobbyists<sup>1</sup>: may sell goods provided such sales are occasional and not for profit, in compliance with the limit of 12 days per calendar year and the relevant tax legislation.<sup>2</sup> Their activity must not constitute an organised for-profit commercial enterprise.

## **2.2 THEMED AREAS (BORGHI) AND STANDS: What Are Their Features?**

Each Themed Area must include a minimum of 30% food and beverage services with cooking facilities, at least 20% retail-only activities, and no more than 20% beverage-only services.

The Themed Area “*Mare*” is reserved exclusively for the provision of seafood-based dishes.

In the Themed Area named “*Italia*”, one operator from each individual Italian region will be admitted in order of ranking. More than one operator per region may be admitted only if space allows, while always ensuring a diverse culinary offering.

Only small-sized, fully equipped vehicles are permitted in the Themed Area designated “Truck Food”. Food trucks may operate solely within this designated area.

In Via Rismondo, Via Garibaldi, Via Mazzini and Via Diaz, only small stands of no more than 4.5 m x 3 m (where 3 m refers to the depth) may be installed.

In most of the other streets within the event area, the maximum depth (D) permitted is 4 m, solely for safety reasons.

Each Themed Area will include a dedicated space for institutional bodies with which the City of Gorizia currently collaborates or intends to establish partnerships and/or twinning agreements.

All stands must be set up in a manner consistent with the Themed Area they represent and in line with the country and/or products they promote, and must comply with the safety requirements outlined in Section 15.

The City Administration reserves the right to issue additional guidance regarding stand specifications in order to ensure visual and thematic consistency.

Via Rastello and Via delle Monache must remain clear at all times for public safety and security reasons.

## **3. EXPRESSION OF INTEREST**

In order to participate in the event within public areas, a formal *Expression of Interest* must be submitted in accordance with the procedures and deadlines set out below.

### **3.1 How to Complete the Form**

The Expression of Interest must be completed using the official online form available on the websites of the City of Gorizia and Gusti di Frontiera.

The application must be submitted directly online, to allow for the automatic acquisition of the applicant’s data.

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<sup>1</sup> In accordance with current legislation, hobbyists are considered non-professional operators who sell, display, offer for exchange or barter, on a sporadic and occasional basis, low-value goods—typically items resulting from their own creativity or craftsmanship.

<sup>2</sup> Revenue generated from such activity must be documented by issuing a non-fiscal receipt and may not exceed an annual threshold of €5,000.00.

To submit the form, the following are required:

- an up-to-date web browser;
- a digital identification system that allows for secure user authentication, choosing from one of the following: **SPID** (Public Digital Identity System), **CRS** (Regional Services Card), **CIE** (Electronic Identity Card), **CNS** (National Services Card), or **eIDAS** (electronic identification and trust services for electronic transactions in the internal market). Applicants who do not possess one of these systems may still access the platform, but must upload a valid identity document;
- Taxpayer's ID No.;
- a certified email address (PEC) or a standard email address (PEO).

Annex A of these Guidelines lists the categories of applicants who must provide proof of good repute and compliance with anti-mafia regulations, and who are required to attach an identity document—**except for those who have authenticated themselves as described above.**

Once the form is completed, applicants must click "SUBMIT APPLICATION" to ensure automatic registration of the submission.

Applicants must indicate whether they are applying **as an individual entity or as a group entity.**

**In the application group entities must specify only the number of participants and attach a report describing their proposal for the 2025 edition of Gusti di Frontiera.**

The group representative must schedule an appointment at the One-Stop Shop for Productive Activities (SUAP) during July 2025, to complete the individual application forms for all individual participating entities. **Once this documentation has been submitted to the Municipality's PEC address, no substitutions will be permitted.**

**Please note:**

- **All required information must be provided;**
- **Payment of a €16.00 revenue stamp duty is required when submitting the Expression of Interest;**
- **An additional €16.00 stamp duty is required upon admission to the event, for the issue of the official authorisation.**

Submitting an *Expression of Interest* **does not guarantee the allocation of a space.** The City reserves the right to assess the overall coherence and balance of participant distribution across the Themed Areas. Participation is subject to the applicant's position in the rankings drawn up by the dedicated Selection Committee for each individual Themed Area.

### **3.2 Area of Occupation: How Is It Calculated?**

The Expression of Interest form must specify both the length (L) and depth (D) of the area to be occupied by the stand, and separately, by any benches or tables. It is strongly recommended that the maximum overall dimensions be stated accurately.

Should the application be accepted, the area allocated will be determined by the City based on availability.

### 3.3 Proposals for Musical Entertainment: What Must Be Included in the Application?

If the operator wishes to propose musical entertainment (which is not mandatory), the Expression of Interest must include a description specifying the type of entertainment and its proposed times.

### 3.4 Deadline: by when should the expression of interest be sent?

The Expression of Interest must be submitted strictly and without exception no later than:

**Friday, 9 May 2025 at 23:59**

**By SUBMITTING the Expression of Interest, the operator declares that they have read, understood and accepted all the terms, conditions, restrictions, obligations and prohibitions laid down by the City for participation in the event, and undertakes to comply with them fully and faithfully.**

## 4. SUAP APPLICATION

### 4.1 SUAP Application: Who Must Submit the SUAP Application via the Online Portal and NOT Complete the Expression of Interest Form?

- Operators intending to participate in GUSTI DI FRONTIERA by conducting **temporary activities inside private premises or in open-air private areas** within or adjacent to the event area must submit an application via the regional online portal “SUAP in rete”: <http://suap.regione.fvg.it/portale/>, specifying in the NOTES field of the General Information Framework (QIG) form: “Participation in Gusti di Frontiera.” They must also prepare and attach to the SUAP application a Safety, Emergency and Evacuation Plan, and a Medical Coverage Plan, both aligned with the event-wide plan prepared by the Municipality. **Musical entertainment in such venues is permitted only where a designated safety manager is appointed, holding valid certifications in high-risk fire safety and first aid.**
- Operators wishing to participate in Gusti di Frontiera by modifying the set-up of an already authorised outdoor seating area (dehors) located within the event zone—for example, by adding a beer tap or kiosk—must submit a *Food Safety Notification* through the regional online portal “SUAP in rete” <http://suap.regione.fvg.it/portale/>, also stating “Participation in Gusti di Frontiera” in the NOTES field of the General Information Framework (QIG) form and attaching Form E6.

### 4.2 Deadline: by when should the SUAP application be sent?

The SUAP application must be submitted strictly and without exception no later than:

**Sunday, 17 August 2025**

## 5. GROUNDS FOR EXCLUSION FROM THE EVENT

Please note:

- Expressions of Interest must be received by **Friday, 9 May 2025 at 23:59**. **Only applications received by this deadline will be assessed by the Selection Committee.**
- **SUAP applications must be submitted by Sunday, 17 August 2025 and will undergo administrative review by the Local Police and Business Activities Department.**

**Simply entering one's details on the *Gusti di Frontiera* or SUAP websites does not constitute proper submission of the application.** Applicants are responsible for **requesting confirming successful submission by ensuring a receipt is issued**, either automatically or through the relevant portal function.

Applications will be **excluded** from consideration in the following cases:

- Submitted by email or in hard copy;
- Received after the deadline, i.e., **after Friday, 9 May 2025 at 23:59 for Expressions of Interest and after Sunday, 17 August 2025 for SUAP applications;**
- Not consistent with the purpose or scope of the event;
- Not regularised within the specified timeframes;
- Submitted by individuals who, having joined a group entity, also submit a separate Expression of Interest as an individual entity;
- Submitted by applicants not in compliance with payments due for TOSAP/COSAP (now CUP), or for waste collection and disposal charges;
- Submitted by applicants who have previously defaulted on the City's rules regarding public land occupation;
- Submitted by applicants who received written notices of the following infringements during the 2024 edition:
  - a) unauthorised occupation of a space
  - b) transfer of allocated space
  - c) substitution of the designated concession holder
  - d) safety or non-compliance issues regarding the stand or its electrical installation
  - e) damage or littering of the occupied area.

Applicants—whether individual or group—may submit an Expression of Interest for one Themed Area (Borgo) only. If multiple valid applications are received for different Themed Areas, the final allocation will be determined by the Committee.



## 6. EXPRESSIONS OF INTEREST

### 6.1 How They Are Evaluated

Expressions of Interest will be evaluated by a dedicated Selection Committee.

The Committee will draw up a ranking list based on the criteria listed below, which relate primarily to the geographical provenance of the products, in line with the structure of the event into themed areas (Borghi). Specific reference is made to the "PROJECT" section of the Expression of Interest form:

**Applicants must ensure that all required information is included in the Expression of Interest, including a description of the business and the distinctive features of the products proposed:**

EXPRESSION OF INTEREST			ASSESSMENT
Item	Title	Description	Score
A)	Professional Experience	Description of the applicant's business activity, including historical continuity and prior participation in Gusti;  Listing of any national, regional, or international awards received by the business;  Indication of proprietary products bearing a registered trademark;	<b>Up to 15 points</b> Broken down as follows: <ul style="list-style-type: none"><li>- up to 4 for historical continuity;</li><li>- up to 6 for awards received;</li><li>- up to 5 for trademarked products</li></ul>
B)	Use of structures and/or services with low environmental impact and in compliance with the minimum environmental criteria referred to in Ministerial Decree 19/10/2022	Description of ecological facilities only	<b>Up to 5 points</b>
C)	Type of Activity	Food and beverage service with cooking	<b>Up to 5 points</b>
		Sale of food products	<b>Up to 3 points</b>
		Beverage service (artisan/own production)	<b>Up to 3 points</b>
		Sale of non-food items or handicrafts	<b>Up to 2 points</b>

		NON-artisan or third-party beverage service	<b>Up to 1 point</b>
<b>D)</b>	<b>Additional Safety Measures</b>	Description of additional safety provisions beyond those already required	<b>Up to 5 points</b>
<b>E)</b>	<b>Type of Stand</b>	Description of the stand setup for the event with supporting photographic material (including for rented structures)	<b>Up to 5 points</b>

In allocating participants to the individual Borghi and in assigning the scores under points A) to E) above, the following shall be taken into account:

1. In the event of a tie in the total score between multiple group entities from the same geographical area or between multiple individual participants, preference will be given based on established attendance in the last five editions of the event, with 1 point awarded per year of participation<sup>3</sup>;
2. In Themed Areas (Borghi) allocated to group entities, no more than 30% of the total available area may be assigned to individual entities;
3. Each Themed Area may include a designated area for an institutional stand;
4. The score of participants who failed to pay the required fees by the deadline set in the Guidelines in the previous (2024) edition will be halved;
5. Actual compliance with criteria under points D) and E) will be inspected and recorded by the Committee for the purposes of determining eligibility for future editions.

## 6.2 Notification of Admission or Exclusion from the Event

By July 2025, applicants will be notified at the email address provided in the Expression of Interest whether they have been admitted to the event, conditionally admitted, or excluded.

The notification will specify the amount payable as a participation FEE, as follows:

**€200.00** – sale of non-food products;

**€350.00** – sale of food products (up to 25 m<sup>2</sup>);

**€800.00** – food and beverage service without cooking (up to 25 m<sup>2</sup>);

**€1,250.00** – food and beverage service with cooking (up to 25 m<sup>2</sup>);

**€200.00** – sale of food products (up to 25 m<sup>2</sup>) and non-food products by businesses with fixed premises within the event area. This reduced rate applies only if the fixed-premises business remains open to the public during the event; otherwise, the full rate will be applied. It is emphasised that allocation of adjacent public space will be guaranteed only if the business remains open during the event.

**€500.00** – food and/or beverage service (with or without cooking) operated by businesses with fixed premises within the event area (up to 25 m<sup>2</sup>). This reduced rate applies only if the fixed-premises business remains open to the public during the event: otherwise, the full rate

<sup>3</sup>This score is intended solely for the purpose of determining the order of priority.

will be applied. It is emphasised that allocation of adjacent public space will be guaranteed only if the business remains open during the event.

**€350.00** – those operating food and beverage services within already authorised dehors in the event area, where the setup is modified (e.g. installation of a beer tap, kiosk, etc.). This rate applies only if the fixed-premises business remains open to the public throughout the event, and provided the previously authorised surface area is not altered.

In addition to the above fees—excluding non-food sales—an additional charge of **€5.00/m<sup>2</sup>** applies to spaces exceeding 25 m<sup>2</sup>, up to a maximum surcharge of €350.00.

**The participation fee must be paid to the City strictly by 18 August 2025 via PagoPA**, following the instructions provided in Annex B.

Admission to the event will only be finalised upon payment of the fee. Applicants who fail to make the payment by the stated deadline will be excluded and replaced by the next eligible applicant on the relevant ranking list.

Refunds will be issued only if cancellation is notified by **18 August 2025**.

For cancellations received after 18 August 2025, the fee will be refunded only in the event of justified absence, such as: certified medical conditions; serious family issues duly documented; documented problems relating to the business activity. In the event of unjustified absence, the full fee will be withheld.

For food and beverage businesses and retailers with fixed premises within the event area, the full rate will apply if the business remains closed during the event Gusti di Frontiera. In such cases, allocation of adjacent public space will be subject to the standard ranking order for Themed Areas.

In addition, participants must independently cover the costs of the electricity connection contract; stand rental and any other materials or equipment necessary for carrying out the activity; any gas cylinder supply (the request for the supply of gas cylinders remains at the discretion of the participant).

## **7. OBLIGATIONS**

By mid-September 2025, the public land occupation permit, which also includes acknowledgment for carrying out the stated activity, will be sent to the compliant operator at the email address provided in the Expression of Interest.

**The holder of the permit must remain present at the stand at all times and must inform the Business and Economic Development Department of the name of any designated person** (i.e., the person authorised to run the activity in the permit holder's absence).

In particular, operators are strictly required to:

- Set up their assigned space in accordance with the methods and instructions issued by the competent municipal departments and as per these Guidelines;
- Ensure that, in the areas listed below—paved with stone or porphyry and/or recently refurbished—maximum protection of the surfaces is provided by laying down suitable coverings, consisting of a fireproof waterproof sheet and absorbent panels or similar material, offering full protection for the area occupied by both stands for the service of food and

beverages, including kitchen areas, and stands for the sale of unpackaged food products:

- Via Garibaldi;
- Via Mazzini;
- Corso Verdi;
- Piazza Vittoria (including the INPS side);
- Piazza Sant'Antonio;
- Public Gardens;
- Former Wholesale Market;
- Piazza Cavour;
- Via Cadorna.

Failure to place this protective covering will result in exclusion from the event.

- Avoid stopping or parking any vehicle, even temporarily for loading/unloading, on grass areas or flower beds, particularly in the Public Gardens and Piazza Vittoria (INPS side);
- **Possess legally compliant certification for all electrical installations**, except for operators already on-site who may use existing, certified connections in accordance with relevant regulations;
- Ensure all health and safety requirements are met for guests, venues, and staff, particularly regarding the availability and compliance of Operational Safety Plans (POS) as required under mobile worksite regulations;
- Set up the stands in full compliance with legal requirements and obtain all necessary authorisations, permits, clearances and approvals, whatever their designation, for carrying out all planned activities—including, where required, the involvement of the CCVLPS (Commission for Public Entertainment)—as well as for assembly and dismantling. The operator shall bear full, direct and sole responsibility for any damage that may occur during the event to the City or third parties, by any cause or designation, and must strictly comply with all applicable regulations concerning the safety of people and premises. The operator expressly releases the City from any liability, including the right of recourse;
- Occupy only the space assigned, having obtained all necessary authorisations, permits, clearances or approvals, by whatever name they may be called, required for the activity to be carried out, and fully complying with all insurance and tax obligations, including the payment of excise duties on alcoholic beverages, to be arranged through the Customs and Monopolies Agency, Via Trieste 301, Gorizia;
- Strictly observe all safety regulations relating to the protection of people and premises, ensuring the utmost care is taken to safeguard the allocated area, with no right of recourse against the City of Gorizia;
- Do not sell pointed or bladed items intended to cause harm, such as knives, axes, scythes, sickles, etc.;
- Serve beverages only with an alcohol content below 21% by volume, in accordance with Article 87 of the TULPS and Article 30.5 of Legislative Decree No. 114/1998. The sale of alcoholic beverages of any strength in sealed containers is permitted, subject to the conditions and

limitations set out in Article 176.1 of Royal Decree No. 635/1940.

- **THE SALE AND SERVICE OF ALCOHOLIC BEVERAGES TO PERSONS UNDER THE AGE OF 18 IS STRICTLY FORBIDDEN;**
- Do not serve food or beverages in glass containers. The consumption of food and beverages in glass or cans is permitted only within authorised and clearly marked areas;
- Do not leave cans, bottles or glassware in public or publicly accessible areas;
- **Do not open glass bottles by sabrage, as it poses a danger to public safety;**
- Where possible, use compostable plates, cups and cutlery.

Any structures or activities that do not comply with the regulations and provisions set out in these Guidelines, if reported to the competent City Departments and not promptly removed or brought into compliance, will result in the immediate removal of the stand in question, with the costs charged to the non-compliant operator.

## **8. SPECIAL CONDITIONS RELATING TO PUBLIC LAND AUTHORISATION**

Participation by the owners of licensed public establishments is limited to those located within the event area, in compliance with the general provisions on installations, and on the condition that the fixed business premises remain open to the public for the entire duration of the event. Owners of food and beverage establishments located within the event area, whether or not they already hold a public land concession, may request authorisation for occupation and/or expansion of the surface area strictly for the days of the event. Occupation may only concern the area of public land directly in front of the business, provided this does not obstruct visibility of neighbouring shopfronts and ensures free public access. **All activities carried out on public land must be run directly by the AUTHORISED PERMIT HOLDER: subletting is forbidden.** This opportunity is also extended to retailers of food and non-food products, bookshops, and gift shops for the sale of books and themed merchandise relating to the event.

## **9. TYPES OF MUSICAL ENTERTAINMENT**

Subject to the provisions of Article 15.6 of these Guidelines, operators admitted to the event are permitted to organise musical entertainment that is thematically in keeping with their designated Themed Area (Borgo). All SIAE (copyright) costs associated with such entertainment will be borne entirely by the organiser.

For food and beverage establishments located within the event area that are authorised to occupy public land and/or already hold a dehors concession, musical entertainment is permitted exclusively outside the premises, NOT indoors.

For those located within the event area without public land authorisation or a dehors concession, musical entertainment inside the premises is NOT permitted.

For businesses located in Via Rastello and Via delle Monache without public land authorisation, musical entertainment is permitted inside the premises only and must be notified in advance via SUAP (see Article 4 "SUAP APPLICATION").

Musical entertainment not classifiable as public performance under Articles 68 and 69 in relation to Article 80 of Royal Decree No. 773/1931 is permitted, provided it is pre-notified to SUAP, and

organised either by the City of Gorizia or by:

- A. Group entities;
- B. Individual entities who submit a joint proposal for the purpose for their Themed Area (Borgo).

In cases A and B, the following is required:

- 1. A Safety & Security Plan aligned with the municipal event-wide plan;
- 2. Appointment of one or more safety managers holding valid high-risk fire prevention and first aid certifications.

**The following are strictly forbidden:**  
**- setting-up of structures for audience congregation;**  
**- staging of public performances;**  
**- dancing.**

#### **10. CUSTOMS OBLIGATIONS AND CONTACT DETAILS**

Operators participating in the event GUSTI DI FRONTIERA must comply with excise duty regulations on alcoholic beverages purchased outside Italian territory and intended for sale during the event.

To avoid penalties, operators must pay excise duties at the Customs and Monopolies Office of Gorizia, located at: Via Trieste 301, Gorizia Tel.: 0481 517411 Email: [dogane.gorizia@adm.gov.it](mailto:dogane.gorizia@adm.gov.it) (opening hours: Monday to Friday 8:00–19:00, Saturday 8:00–14:00).

To calculate the excise duty, it is essential to provide commercial documentation (invoices, transport documents, etc.) showing the type and quantity of alcoholic beverages, including the degrees Plato for beer and the alcohol by volume for other beverages.

#### **11. TAX OBLIGATIONS AND CONTACT DETAILS**

All participants in the event GUSTI DI FRONTIERA must fully comply with current tax regulations.

To avoid incurring the applicable penalties, operators may contact the Provincial Directorate of Gorizia – Audit Office of the Italian Revenue Agency at: Via Roma 6, Gorizia Email: [dp.gorizia.contr@agenziaentrate.it](mailto:dp.gorizia.contr@agenziaentrate.it)

#### **12. PROCESSING OF PERSONAL DATA**

Pursuant to Article 13 of Regulation (EU) 2016/679 (General Data Protection Regulation – GDPR) and the Italian Personal Data Protection Code (Legislative Decree No. 196 of 30 June 2003), the City of Gorizia informs participants that:

The data controller is the City of Gorizia, located at Piazza Municipio No. 1, Gorizia, represented by the Mayor, Dr Rodolfo Ziberna, in his capacity as legal representative. The Data Protection Officer (DPO) can be contacted at:

mail: [info@boxxapps.com](mailto:info@boxxapps.com)

certified e-mail [boxxapps@legalmail.it](mailto:boxxapps@legalmail.it)

Tel.: 041 3090915

The purpose of processing personal data provided or otherwise acquired is the management of the Expression of Interest procedure. The legal basis for processing is: – Article 6(a) of

Regulation (EU) 2016/679, i.e., the data subject's consent, expressed by signing the Expression of Interest form; – Article 6(e) of Regulation (EU) 2016/679, i.e., the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller.

Data will be processed by authorised personnel using both manual and automated systems, strictly limited to what is necessary to achieve the purposes described above.

Data may be disclosed to third parties for administrative control purposes. Specifically, the data will be processed for activities related to the administrative procedure of *admission/conditional admission/exclusion* from the event, including compliance checks. Processing will be carried out using both manual and electronic tools designed to ensure data security and confidentiality.

Data may be disclosed only to public authorities or to entities identified by law or sector-specific procedures, in order to fulfil obligations related to verifying the requirements for participation in the Expression of Interest and the event itself, and to allow for monitoring or reporting activities, as well as to respond to requests from judicial or oversight bodies.

Personal data will not be publicly disclosed (meaning made available to an indeterminate number of recipients), except in the case of publication of the interactive map on the GUSTI DI FRONTIERA website and any mandatory disclosure required by law, in which case data will be published in the relevant sections of the data controller's institutional website.

Data will be stored in compliance with regulations on administrative document retention. In any case, personal data will be kept only for as long as is necessary to fulfil legal obligations in line with the data controller's document retention schedule.

Data subjects have the right to request access, rectification, erasure, or restriction of processing, as well as the right to object to the processing of their personal data, in the cases and under the conditions set out in Articles 15 et seq. of the GDPR.

Requests must be submitted to the data controller via the following contact details:

mail: [info@boxxapps.com](mailto:info@boxxapps.com)

certified e-mail [boxxapps@legalmail.it](mailto:boxxapps@legalmail.it)

Tel.: 041 3090915

Data subjects who believe that the processing of personal data relating to them is in violation of the provisions of the Regulation have the right to lodge a complaint with the Personal Data Supervisory Authority, as provided for in Article 77 of the Regulation, or to take appropriate legal action (Article 79 of the Regulation).

The provision and processing of personal data is necessary for the evaluation of participation requirements and qualifications. Failure to provide such data may result in exclusion from the procedure.

### **13. OFFICIAL IN CHARGE OF THE PROCEDURE AND CONTACT DETAILS**

The official in charge for the procedure is the officer of the Business and Economic Development – SUAP Service, within the Local Police and Business Activities Department.

**Requests for information regarding the Expression of Interest and the event may be sent to the email [gusti.frontiera@comune.gorizia.it](mailto:gusti.frontiera@comune.gorizia.it) or by calling the following numbers:**

- For assistance with completing the Expression of Interest: +39 0481 383 486
- For information regarding various supplies and services: +39 0481 383 467
- For PASS requests: +39 0481 383 428

## 14. EVENT SCHEDULE

### 14.1 Event Opening Hours

The following timetable is based on previously tested hours from past editions. These hours will be confirmed by a mayoral ordinance issued pursuant to Legislative Decree No. 267/2000:

Day	Opening Hours		Permitted Music Hours	
	From	To	From	To
Thursday, 25 September	13:00	01:00	13:00	24:00
Friday, 26 September	10:30	03:00	10:30	02:00
Saturday, 27 September	10:30	03:00	10:30	02:00
Sunday, 28 September	10:30	24:00	10:30	23:00

Operators must strictly observe the opening hours listed above. Early opening or late closing is not permitted. Failure to comply with these hours will result in a 2-point penalty for the 2026 edition.

Owners of fixed food and beverage establishments within the event area must comply with these hours only in relation to business closure and the end of musical entertainment.

### 14.2 Stand Setup and Dismantling

Setup operations may begin at 09:00 on Sunday, 21 September 2025, and must be completed by 19:00 on Wednesday, 24 September 2025.

Dismantling is permitted from the close of the event until Tuesday, 30 September 2025.

For **PIAZZA VITTORIA ONLY**, dismantling must be completed STRICTLY by 18:00 on Monday, 29 September 2025.

All setup and dismantling must be carried out in accordance with Municipal instructions, **within the authorised times and in compliance with the relevant mayoral ordinance.**

Setup and dismantling outside the days and times authorised by the City is not permitted.

The City may extend the authorised times/days depending on the number or complexity of the stands and will notify operators accordingly.

### 14.3 Access and Circulation Procedures and Timetable within the Event Area

Vehicle access to the event area for setup, dismantling, and resupply operations is allowed only with a valid **PASS** issued by the *Business and Economic Development Service*. **The PASS must be clearly displayed inside the vehicle.**

Authorised vehicles may only stop for the time strictly necessary to unload structures, materials,



or supplies, or to use essential service equipment.

**Obstruction of traffic during setup, dismantling or restocking is strictly prohibited.** Parking within the event area is not permitted. **Violators will be subject to penalties as outlined in the Highway Code.**

Stand Resupply Schedule		
Day	Opening Hours	
	From	To
Thursday – Friday – Saturday – Sunday	06:00	10:00
Thursday – Friday – Saturday – Sunday	15:00	16:00

All authorised vehicles must display the SUAP-issued PASS in a visible location while in the concession area.

PASS requests must be submitted by completing the form that will be sent together with the admission letter. The form must be fully completed and returned to the Office **by 15 September 2025** to the email [gusti.frontiera@comune.gorizia.it](mailto:gusti.frontiera@comune.gorizia.it).

## 15. TECHNICAL SERVICES

### 15.1 Stands: What Documentation Is Required?

The business owner must hold the following documentation for the marquee or tented structure:

1. Structures with a surface area  $\geq 16 \text{ m}^2$ :
  - a. Fire resistance certification of the covering material;
  - b. Structural calculation report;
  - c. Annual inspection report signed by a qualified technician;
  - d. Declaration of proper installation, including compliance with seismic safety regulations, signed by a qualified technician.
2. Structures with a surface area  $< 16 \text{ m}^2$ :
  - a. Declaration of proper installation signed by the business owner. In this case, the marquee or gazebo must be weighted down at each upright, as indicated in the technical manual. If the manual is unavailable, each upright must be secured with a weight of at least 40 kg per unit.
3. Food trucks:
  - a. Certification of vehicle approval for the intended use.
4. Refrigerated trucks:
  - a. Certification of vehicle approval for the intended use.

Additionally, the business owner must hold original copies of the following:

- a. Declaration of conformity of the electrical system;
- b. Declaration of conformity of the gas system (cylinder, valve, gas hose).

**Business owners must submit copies of the above-mentioned documentation to SUAP no later**

than Wednesday, 24 September, by uploading them to their personal exhibitor area on the Gusti di Frontiera website.

### 15.2 Stand Setup and Installation

Stands must be installed only in the locations and within the limits specified by the City in the authorisation. Failure to comply will result in immediate exclusion from the event without refund of any fees already paid. Access routes, entrances, and emergency exits for residential buildings, commercial premises, public establishments, offices, etc. must always remain fully accessible. All obstructions or protrusions that could hinder access or exit are strictly prohibited.

Specifically, the placement of stands must comply, in particular, with the obligations and prohibitions set out in the following regulations: Technical Guide No. 3 – “*Fire Prevention Guidelines for Temporary Events in Enclosed and Open Public Spaces*”, issued by the Provincial Fire Brigade of Udine, and the technical instructions issued on 12 March 2014 by the Ministry of the Interior – Fire Brigade Department, as referenced in Part Three of these Guidelines under the heading “*Legal and Conduct Regulations*,” as amended. It is also advisable to consult the Guidelines issued by the Provincial Fire Brigade of Venice, titled “EVENTS AND PUBLIC ENTERTAINMENT VENUES.”

### 15.3 Electricity Supply up to 30 kW: Who to Contact?

The connection contract for electricity supply to the stand and any refrigerated truck must be signed exclusively with the company appointed by the City following a public procurement process: MUSIC TEAM SNC Via del Torre 20, Remanzacco (UD) Email: [info@musicteam.it](mailto:info@musicteam.it) Tel.: +39 0432 644157 / + 39 0432 691026. Exceptions apply only to operators already on site with existing connections, provided the connections are certified in accordance with sector regulations.

**THE USE OF POWER GENERATORS IS STRICTLY PROHIBITED UNLESS EXPRESSLY AUTHORISED IN ADVANCE.**

**Payment for the electricity service must be made to the above-mentioned company strictly by 18 August 2025, failing which the service cannot be guaranteed during the event.**

## 15.4 Electrical Installations: How Must They Be Connected?

**The connection from the supply point to the stand is the responsibility of the operator.**

All electrical systems—including the connection referred to above—must be professionally installed, and compliance must be certified by a qualified professional through a declaration of conformity. Cables laid on the ground must be mechanically protected using suitable devices specifically designed for the purpose, such as **drive-over cable covers**. **The following are not permitted as protection systems: carpeting, adhesive tapes, cardboard, rubber mats, or any material other than certified, drive-over cable covers capable of supporting heavy vehicles.** Where street crossings are necessary, cables must be routed exclusively overhead, using certified prefabricated structures (e.g., truss-style gantries) that provide a minimum clearance of 4.50 metres above ground level.

## 15.5 Water Supply Connection: How Should It Be Arranged?

Operators are responsible for laying the necessary piping to connect to the designated municipal water supply point, using the shortest possible length of piping. Pipes must be **laid on the ground** in such a way as to avoid obstruction or danger to traffic and must be clearly marked.

## 15.6 Noise Emissions

Each stand is allowed to use only one sound system, consisting of a source (CD, MP3, PC, smartphone, etc.) and at most:

- Two passive loudspeakers, each with a declared power rating (by the manufacturer) of no more than 250 W RMS or 500 W peak at 4 Ohms;
- One active loudspeaker with a declared power rating (by the manufacturer) of no more than 500 W RMS or 1,000 W peak, and a sound pressure level (SPL) not exceeding 125 dB.

All loudspeakers must carry a label indicating their model and technical specifications (e.g., power rating, impedance). If the manufacturer does not include this information on the loudspeaker's label, the user/operator must keep the user manual at the stand and present it upon request, showing the technical specifications described above.

DJ setups or similar installations, consisting of multi-source systems (CD, MP3, PC, smartphone, etc.), a console, mixer, sampler/sound effects unit, and active loudspeakers, must comply with the following specifications: a maximum of two active 2- or 3-way speakers, each with a declared power rating (by the manufacturer) of no more than 500 W RMS or 1,000 W peak, and a sound pressure level below 125 dB.

Operators are hereby informed that a noise exemption will be issued, which may stipulate a reduction in sound levels after a certain time.

If deemed necessary by the event organisers or by the competent local law enforcement authorities, operators may be required to reduce the sound output of the system or cease audio emissions altogether, without any right to compensation or claims of any kind by the operator.

## 15.7 Food Hygiene

Each operator is responsible for their assigned space in terms of: system compliance; water potability at the connection point; cleanliness; pest control, if applicable; waste collection and disposal.

All structures and procedures involved in food and beverage preparation, handling, and service must comply with the minimum standards established by the local Health Authority (Azienda per i Servizi Sanitari), as outlined in Part Two of these Guidelines.

## 15.8 Stand Cleanliness

In order to safeguard safety of the food supply chain and ensure a presentable appearance, the exhibitor must maintain an adequate level of cleanliness within the stand and in its immediate surroundings throughout the entire duration of the event.

All waste must be disposed of hygienically and in an environmentally responsible manner, in compliance with applicable regulations. Waste must not pose a risk of direct or indirect contamination. **Operators are required to separate waste using the specially designated collection points.**

Particular attention must be given to **used cooking oil**, which must be disposed of in accordance with current legislation.

**Stand operators are strictly required to remove all materials during dismantling and leave the assigned space clean and fully restored.**

## 16. SECURITY AND INSURANCE

The safekeeping and surveillance of stands and their contents during the setup, event opening hours, and dismantling phases are the sole responsibility of each exhibitor.

As most stands are located outdoors, exhibitors using equipment, furnishings, and/or goods of value are strongly advised to **take out their own insurance against theft and vandalism**, and to personally monitor their stand or appoint trusted personnel, especially during the night.

**THE CITY OF GORIZIA DECLINES ALL RESPONSIBILITY FOR THEFT OR DAMAGE THAT MAY OCCUR TO EXHIBITORS' PROPERTY.**

## 17. LIABILITY AND FINES

The City declines all responsibility for activities carried out in breach of current regulations or the provisions set out in these Guidelines.

Any **installations and/or activities not in compliance** with the applicable regulations or with these Guidelines, if reported by the relevant City Departments and not promptly removed or rectified, **will result in the immediate removal of the stand** by municipal staff, with all related costs charged to the non-compliant operator.

In addition, non-compliant operators will be **fin**ed by the Local Police as follows:

– Under Article 37 of the "*Regulations Governing Commercial Activities in Public Areas*," approved by Municipal Council Resolution No. 8/2015, fines range from **€100.00** (one hundred and zero cents) to **€600.00** (six hundred and zero cents), pursuant to Law No. 689/1981 and Regional Law

No. 1/1984;

– Under Article 56, paragraph 2 of the Urban Police Regulations, fines of €500.00 to €1,500.00 may be imposed for littering or soiling public areas. **This penalty will also result in exclusion from future editions of the event.**

#### **18. PREVENTION OF ILLEGAL OR UNDECLARED WORK**

All persons operating in any capacity within the event must carry valid identification and comply fully with employment laws and regulations.

#### **19. USE OF THE EVENT LOGO**

The event logo is a registered trademark and is the exclusive property of the City of Gorizia. As such, any use of the logo requires prior express authorisation from the City of Gorizia.

## **PART TWO: LEGAL AND BEHAVIOURAL REGULATIONS**

→ **Reference to Section 15.2 – “Stand Setup and Installation”:**

### **OBLIGATIONS:**

<b>Stand</b>	<b>Regulations</b>
Use of certified materials for stand construction	Ministerial Decree 26/06/1984 Ministerial Decree 22/11/2022
Use of fire-rated materials for flooring, partitions, walls, etc.	Ministerial Decree 26/06/1984 Ministerial Decree 22/11/2022
Structures anchored to the ground using appropriate weights	Ministerial Decree 19/08/1996 Ministerial Decree 22/11/2022
Protection of stone or porphyry paving with a waterproof, non-combustible, fire-retardant sheet and absorbent panels or similar material to safeguard the ground from grease, fuel or other harmful substances. The protective covering must extend across the entire occupied area. Similar protection must be in place where power generators or other equipment (e.g. grills, fryers, etc.) that could release damaging liquids or substances for the paving are used.	Public land occupation permit; Article 35 of the Municipal Regulation on Commercial Activities in Public Areas
<b>Electrical System (see Annex C)</b>	<b>Regulations</b>
Construction and installation	Law No. 186/1968; Law No. 46/1990; Decree Law No. 300/2006 and Conversion Law No. 17/2007; MD 22/01/2008 No. 37
Declaration of conformity and/or certification by a qualified professional	Law No. 46/1990; Decree Law No. 300/2006 and Conversion Law No. 17/2007; MD 22/01/2008 No. 37
<b>Cooking Facilities</b>	<b>Regulations</b>
Cooking equipment	CE Mark
1. The structures enclosing the kitchen area, including roofing, must be suitable for purpose and made of non-combustible materials.	
2. Cooking equipment should preferably be powered electrically.	

3. The preferred fuel gas should be methane, supplied via the municipal distribution network and conveyed through a compliant installation, equipped with appropriately positioned shut-off valves (e.g. upstream of the branch line, outside the structure, near cooking appliances, etc.), which must be clearly marked and easily accessible.	
4. The kitchen area must be properly ventilated through openings distributed along the walls. In the case of LPG use, the floor level must not be below ground level, and if the area is enclosed by perimeter walls, floor-level openings must be provided to prevent the accumulation of gas.	
<b>5. The cooking and food preparation area must be:</b> <b>a) clearly separated from public walkways by at least 1.5 metres;</b> <b>b) enclosed by rigid barriers;</b> <b>c) accessible <u>only</u> to kitchen staff.</b>	
6. Cooking appliances must be firmly secured to prevent tipping or falling.	
7. All cookers must have valved taps approved by the Ministry of the Interior or accompanied by a declaration of conformity pursuant to Directive 90/396/EC.	
8. In the case of LPG use, the gas must be supplied from cylinders housed in a compliant storage unit, with a total capacity not exceeding 75 kg. This storage unit must be fenced off and accessible via a padlocked door, <b>only by authorised maintenance personnel</b> who meet the requirements set out in the Decree of 15 January 2007. Additionally, the unit must be sheltered from weather conditions, kept away from heat sources, and protected against impact or tampering.	
9. The gas supply system must comply with Law No. 1083/71 and applicable UNI-CIG standards (e.g. UNI 7131, 7129, etc.).	
10. The entire area must be equipped with an adequate number of <b>portable fire extinguishers</b> , bearing approved certification, regularly inspected, clearly marked, and with a fire rating of at least 21 A 89 B-C.	
<b>11. The kitchen must always be operated by trained personnel in accordance with Ministerial Decree 10/03/1998.</b>	
12. A minimum distance of 6 metres must be maintained between LPG containers/appliances and any depressions, cavities, sewers, drains, manholes, or rooms with floors lower than ground level.	
<b>13. Smoking must be strictly prohibited in all relevant areas and supported by the appropriate mandatory safety signage.</b>	
<b>LPG Cooking Facilities</b> (in addition to previously stated requirements)	<b>Regulations</b>
Installation and replacement of LPG cylinders must be carried out exclusively by personnel holding formal training certification	Legislative Decree No. 128/2006

Shut-off valves or cut-off devices connected to automatic valves must be closed during periods of inactivity	Legislative Decree No. 128/2006
Maintenance logbook for safety systems and equipment available on site	Legislative Decree No. 128/2006
Return of empty LPG cylinders to the supplier	Legislative Decree No. 128/2006
<b>Use of Power Generators</b>	<b>Regulations</b>
Generators must be protected against tampering and weather; no combustible materials may be stored within a 3-metre radius	Equipment use and maintenance manual
<b>Fire Prevention</b>	<b>Regulations</b>
General fire prevention and compliance checks	Presidential Decree No. 151/2011; Ministerial Decree 22/11/2022
Safety – Emergency vehicle access and positioning of overhead cables	Technical Fire Prevention Guidelines – Ministry of the Interior, 12/03/2014  <b>Width: 3.50 m</b>  <b>Minimum overhead clearance: 4.00 m</b>  <b>Turning radius: 13.00 m</b>
<b>Presence of at least one portable fire extinguisher per stand.</b>	Each exhibitor must place the extinguisher in a clearly visible position on the aisle-facing side of the stand. Failure to comply will result in suspension of activity until safety conditions are restored.
<b>Health and Hygiene Regulations</b>	<b>Regulations</b>
Health and Hygiene Regulations	Ministry of Health Ordinance, 03/04/2002
<b>Regulations on Noise Pollution and Acoustic Emissions</b>	<b>Regulations</b>
Latest Permitted Time for Noise Emissions/Music	
Thursday, 25 September	No later than 00:00
Friday, 26 September	No later than 02:00 (next day)
Saturday, 27 September	No later than 02:00 (next day)
Sunday, 28 September	No later than 23:00
<b>General Provisions</b>	<b>Regulations</b>



Compliance with all provisions set out in the Safety, Emergency, Evacuation and Medical Response Plan prepared by the City of Gorizia and published on the institutional website.	State–Regions–Autonomous Provinces Agreement, dated 05/08/2014, concerning medical response for public events.  Technical Guidelines, Ministry of the Interior – Fire Brigade Department, dated 12/03/2014
Protection of health and workplace safety	Legislative Decree No. 81/2008

### **PROHIBITIONS:**

1. Obstructing or hindering emergency vehicles;
2. Creating hazards and/or obstructions for emergency, public order, or inspection services or for the public, due to the improper placement of cables, equipment, electrical or water supply systems;
3. Using stakes or pegs to anchor structures;
4. Drilling or perforating the pavement to anchor structures;
5. Storing quantities of LPG exceeding 75 kg within the permitted concession area;
6. Storing gas cylinders (even if empty) within or near the concession area;
7. Lighting fires or introducing explosive materials, flammable or hazardous gas cylinders, or harmful, smoky, foul-smelling, or otherwise nuisance-causing substances or products that may cause damage or inconvenience.

#### **→ Reference to Section 15.7 “Food Hygiene”:**

- Structures and kiosks must be constructed in a way that facilitates cleaning operations;
- Where necessary, hot and/or cold potable water and an adequate wastewater disposal system must be available;
- If needed, a sufficient number of washbasins for handwashing and small utensil cleaning must be provided;
- Work surfaces and equipment that come into contact with food must be in good condition, easy to clean, and, if necessary, easy to disinfect;
- Appropriate equipment or systems must be available to maintain and monitor the temperature of raw materials and prepared foods, where required;
- The time that raw materials and foods remain at room temperature must be minimised;
- If cooked food is not served immediately, equipment for keeping food warm (e.g., food warmers) must be provided;
- Food prepared during the day and not consumed by the end of the same day must be discarded;
- Food waste and refuse must be promptly disposed of, while maintaining hygienic conditions at all times;
- Compliance is required with the Ministerial Decree of 19/10/2022 "Minimum Environmental Criteria for the Organisation and Management of Events."

→ **Reference to Section 15.8 “Stand Cleanliness”:**

**SPECIFIC OBLIGATIONS:**

Throughout the duration of the event	Equip the stand with one or more rigid bin bag holders, providing at least 2 holders for every 4 metres of perimeter accessible to the public.
Throughout the duration of the event	Empty the bin bag holders promptly to prevent waste from being scattered onto public ground.
Throughout the duration of the event	Place full bags neatly into the designated bins. If the bins are full, place the bags outside—EXCLUDING ORGANIC WASTE—ensuring that waste is properly sorted.
Throughout the duration of the event	Collect all waste in the appropriate containers at the end of each day’s activities.
By 5:00 a.m. each day	Deposit waste—sealed in <u>semi-transparent</u> , suitable, and well-closed bags—in the designated bins or directly beside them, to allow for timely removal.
Throughout the duration of the event	Do not abandon waste on public ground; all waste must be collected and stored in properly sealed disposable bags.
Throughout the event and until dismantling is complete	<b><u>Do not pour used oil down drains or onto roads.</u></b>
Throughout the event and until dismantling is complete	Provide dedicated containers for cigarette butts, with at least one per stand and near any publicly accessible tables.
Dismantling phase	During this phase, waste must be properly sorted and disposed of, including special waste generated from commercial activity which does not fall under municipal waste regulations. <b><u>Carpets, pallets, and gas cylinders are NOT classified as municipal waste and must be disposed of as SPECIAL waste, at the operator’s own expense.</u></b>

<b>TABLE OF THEMED AREAS (BORGHI)</b>	
<b>THEMED AREA</b>	<b>TYPE OF PARTICIPANTS</b>
AFRICA	Multiple
AMERICAS	Individual
ASSOCIATIONS	Multiple and Individual
AUSTRIA	Individual
AUSTRALIA	Multiple and Individual
CENTRAL EUROPE	Individual
FRANCE	Multiple
FRIULI VENEZIA GIULIA	Individual
ITALY	Individual
LATIN & AMERICAN	Multiple
SEA	Individual
GUSTI MARKET	Multiple
NORTHERN EUROPE	Multiple
FAR EAST	Multiple
SLOVENIA AND BALKANS	Individual
TRUCK FOOD	Individual
VEGAN – VEGETARIAN	Multiple and Individual
NEW ENTRIES	Multiple and Individual

## ANNEX A

Sole proprietorship	<ol style="list-style-type: none"> <li>1. Business owner</li> <li>2. Technical director (if applicable)</li> </ol>
Associations	<ol style="list-style-type: none"> <li>1. Legal representatives</li> </ol>
Limited liability companies	<ol style="list-style-type: none"> <li>1. Legal representative</li> <li>2. Directors</li> <li>3. Technical director (if applicable)</li> <li>4. Statutory auditors</li> <li>5. Majority shareholder (in companies with 4 or fewer shareholders)</li> <li>6. Sole shareholder (in single-member companies)</li> </ol>
Simple partnerships and general partnerships	<ol style="list-style-type: none"> <li>1. All partners</li> <li>2. Technical director (if applicable)</li> </ol>
Limited partnerships	<ol style="list-style-type: none"> <li>1. General partners</li> <li>2. Technical director (if applicable)</li> </ol>
Foreign companies with a secondary office in Italy	<ol style="list-style-type: none"> <li>1. Those who represent the company in Italy on a permanent basis</li> <li>2. Technical director (if applicable)</li> </ol>
Foreign companies without a secondary office but with a stable presence in Italy	<ol style="list-style-type: none"> <li>1. Those exercising powers of administration, representation, or management</li> </ol>
Partnerships (in addition to general and limited partnerships)	<ol style="list-style-type: none"> <li>1. Natural persons who are partners in personal or capital companies that hold shares in the partnership</li> <li>2. Technical director</li> </ol>
Capital companies, including consortium companies under Article 2615-ter of the Civil Code, cooperatives, cooperative consortia, and consortia referred to in Book V, Title X, Chapter II, Section II of the Civil Code	<ol style="list-style-type: none"> <li>1. Legal representative</li> <li>2. Members of the administrative body</li> <li>3. Technical director (if applicable)</li> <li>4. Each consortium member who holds, even indirectly, an interest equal to or greater than 5 per cent in the consortium or consortium company.</li> </ol>
Consortia under Article 2602 of the Civil Code without external activity and European Economic Interest Groupings (EEIG)	<ol style="list-style-type: none"> <li>1. Legal representative</li> <li>2. Any members of the administrative body</li> <li>3. Technical director (if applicable)</li> <li>4. Member companies (and their legal representatives and board members)</li> </ol>
Temporary business groupings (RTI)	<ol style="list-style-type: none"> <li>1. All companies forming the grouping, including foreign companies as well as individuals within those companies as required according to their entity type</li> <li>2. Technical director (if applicable)</li> </ol>
Capital companies (including consortium companies), cooperative societies, cooperative consortia, consortia with external activities, and capital companies with 4 or fewer shareholders (see letters b and c of paragraph 2 of Article 85) operating as <u>licensees in the public gaming sector</u>	<ol style="list-style-type: none"> <li>1. In addition to the checks required for capital companies, including consortium companies, cooperative societies forming part of cooperative consortia, consortia with external activities, and capital companies with four or fewer shareholders, anti-mafia documentation must also cover shareholders and natural persons who hold, even indirectly, a stake in the capital or assets exceeding 2 per cent. It must also include general managers and those responsible for secondary offices or permanent establishments in Italy of non-resident entities. In cases where such natural person shareholders hold their stake above the aforementioned threshold through other capital companies, the documentation must also cover the legal representative and any members of the administrative body of the intermediary company, the natural persons who, directly or indirectly, control that company, as well as the general managers and those responsible for secondary offices or permanent establishments in Italy of non-resident entities. This documentation must also cover the non-separated spouse of the individuals concerned.</li> </ol>
For associations and companies of any kind, including those without legal personality	<ol style="list-style-type: none"> <li>1. In addition to the requirements already set out above, anti-mafia documentation must also cover the members of the board of statutory auditors or, in the cases provided for under Article 2477 of the Italian Civil Code, the sole auditor, as well as individuals who perform supervisory functions pursuant to Article 6, paragraph 1, letter b) of Legislative Decree No. 231 of 8 June 2001.</li> </ol>

## ANNEX B: PagoPA Instructions

1. Open the website: <http://pagamenti.regione.fvg.it/>.
2. Fill in the form with your "Taxpayer's ID No." (Codice fiscale) and the "Notice Code" (Codice avviso) as shown on the PagoPA notice. IMPORTANT: the notice code must be entered without any spaces. Enter the CAPTCHA code and click "Pay" (Paga).

**pagoPA** AVVISO DI PAGAMENTO

**PAGAMENTO DI PROVA**

<b>ENTE CREDITORE</b> Cod. Fiscale: 00122500317 <b>COMUNE DI GORIZIA</b>	<b>DESTINATARIO AVVISO</b> Cod. Fiscale: XYZYZ80A01H501C <b>ROSSI MARIO</b>
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Pubblica amministrazione  
[www.comune.gorizia.it](http://www.comune.gorizia.it)  
[urp@comune.gorizia.it](mailto:urp@comune.gorizia.it)  
[comune.gorizia@cert.gorizia.it](mailto:comune.gorizia@cert.gorizia.it)

**QUANTO E QUANDO PAGARE?**

**1,00 Euro**  
 Puoi pagare con: un'unica rata

L'importo è aggiornato automaticamente dal sistema e può subire variazioni per eventuali sgravi, note di credito, interditta di mora, sanzioni o interessi, ecc. Un'operazione, il caso il fisco che usarsi si potrebbero quando chiedere una cifra diversa da quella qui indicata.

**DOVE PAGARE?** Lista dei canali di pagamento su: [www.pagoPA.gov.it](http://www.pagoPA.gov.it)

**PAGA SUL SITO** <http://pagamenti.regione.fvg.it>  
**O CON LE APP**  
 della tua Banca o degli altri canali di pagamento. Potrai pagare con carte, conto corrente, C/C, ecc.

**PAGA SUL TERRITORIO**  
 in Banca, al Ricevitore, dal Tabaccaio, al Barcaiolo, al Supermercato. Potrai pagare in contanti, con carte o conto corrente.

**BANCHE E ALTRI CANALI**

Qui accanto trovi il codice QR e il codice interbancario CBLL per pagare attraverso il circuito bancario e gli altri canali di pagamento abilitati.

**Destinatario: ROSSI MARIO**  
**Ente Creditore: COMUNE DI GORIZIA**  
**Oggetto del pagamento: PAGAMENTO DI PROVA**

Codice CBLL 47377	Codice Avviso 3010 2330 0001 7519 86	Cod. Fiscale Ente Creditore 00122500317
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### Accesso anonimo

Per effettuare il pagamento on line di un Avviso di Pagamento ricevuto dall'Ente

**Codice Fiscale - Part. IVA: [\*]**

XYZYZ80A01H501C

**Codice Avviso Pagamento: [\*]**

301023300001751986

**Codice di sicurezza CAPTCHA**

T 3 GW QW 1

**Inserisci il codice CAPTCHA**

T3GwQw1

[\*]**Codice Fiscale - Part. IVA** - Indicare il codice fiscale o partita Iva del soggetto debitore, ossia del soggetto che effettua il pagamento

[\*]**Codice Avviso Pagamento** - Il codice è composto da 18 caratteri che si trova nell'Avviso di Pagamento inviato dall'ente. Il codice va inserito SENZA spazi

**paga**

3. On the next page, click “Proceed with Payment” (Procedi con il pagamento).

Comune di Gorizia

**dati del pagamento**

ente: COMUNE DI GORIZIA  
tipo di pagamento: IVA  
denominazione: PAGAMENTO DI IVA  
data: 2022-08-10  
codice pratica pagamento: 2022-08-10-00000000000000000000  
importo netto pagamento: 1.00 €

**Voci dettaglio pagamento**

descrizione: PAGAMENTO DI IVA  
importo: 1.00 €

**importo totale: 1.00 €**

**dati utente**

cognome e nome: ROSSI MARIO  
indirizzo: VIA VERDI, 1  
comune: GORIZIA  
stato: ITALIA

**procedi con il pagamento**

4. Check and, if necessary, complete the payer's information, then click “Proceed with Payment” again.

**inserimento dati utente (i dati contrassegnati con \* sono obbligatori)**

nome cognome - denominazione \*

ROSSI MARIO

indirizzo \*

VIA VERDI, 1

comune \*

GORIZIA

stato \*

ITALIA

**procedi con il pagamento**

5. Enter your email address and click “Continue” (Continua).

### Inserisci la tua email

Riceverai l'esito del pagamento a questo indirizzo

Indirizzo email  
mario.rossi@email.it

Ripeti di nuovo  
mario.rossi@email.it

[Indietro](#) [Continua](#)

Proseguendo accetti i [Termini e condizioni d'uso del servizio](#) e confermi di aver letto l'[Informativa Privacy](#).  
Form protetto tramite reCAPTCHA a Google ([Privacy Policy](#) e [Termini di servizio](#)).

6. Select the payment method “Debit or Credit Card” and follow the on-screen instructions to complete the transaction.

### Come vuoi pagare?

Per saperne di più sui metodi e i costi applicati dai gestori aderenti, visita la pagina [Trasparenza Costi](#).

Carta di debito o credito

Apple Pay

BANCOMAT Pay

Conto Banca Popolare di Sondrio

Conto BancoPosta

Conto BancoPosta Impresa

Conto ICONTI

Conto Intesa Sanpaolo

MyBank

Paga con Postepay

PayPal (anche in 3 rate)

Satispay

[Indietro](#)

### Inserisci i dati della carta

Numero carta  
0000 0000 0000 0000

Scadenza  
MM/AA

CVV  
123

Intestata a  
Nome riportato sulla carta

[Indietro](#) [Continua](#)

## ANNEX C: Examples of Electrical System



# NO



# YES

(by way of example)



## Cables/adapters/extensions that are COMPLIANT

