

**PLEASE FILL OUT and SIGN THIS FORM**

and send it via e-mail to [greenpass@insidedomus.com](mailto:greenpass@insidedomus.com)  
with copy of your passport, vaccination certificate (with sworn translation to English if needed – see our FAQ section) + Italian Public Health Insurance Card

**Please fill out only one form for each single applicant**

Full name of applicant as it appears on your passport	
Date of Birth	
Your Phone Number including city and country code	
Country and Place of Birth	
Home full address	
Are you a cohabiting family member of an Italian Citizen? If yes, please e-mail us also your Italian cohabiting family passport and any additional document proofing your relationship such as utility bills, marriage certificate, local ID cards.	
Indicate if you have paid for ITALY PLAN, ENGLISH PLAN or WORLD PLAN	
Price paid in US dollars and last four digits of the credit card used	
Name as it appears on the credit card used to pay for one of the Plans	
Date of payment	
Country of Residence	
Country where you live	
Your Citizenship/s	
*For Italian citizens only: please inform if you own a SPID (Sistema pubblico di identità digitale) – Y/N	
*If you have one, please inform your active Italian Tessera Sanitaria Nazionale (SSN) number, expiration date and name of region where it has been issued. Also provide us with a copy of the card if available.	

<b>Vaccine name and brand you received</b>	
<b>Date (dd/mm/yy) you received the first vaccine shot and lot number</b>	
<b>Date (dd/mm/yy) you received the second vaccine dose and lot number</b>	
<b>Date (dd/mm/yy) you received the third vaccine dose and lot number IF APPLICABLE</b>	
<b>Name and full address of the entity (hospital, clinic, pharmacy etc.), that has administrated the first vaccine dose</b>	
<b>Name and full address of the entity (hospital, clinic, pharmacy etc.), that has administrated the second vaccine dose</b>	
<b>Name and full address of the entity (hospital, clinic, pharmacy etc.), that has administrated the third vaccine dose IF APPLICABLE</b>	
<b>Your e-mail address</b>	
<b>Your Cell. phone number (including country and city code)</b>	
<b>Indicate if your Cell. phone number above is connected to WhatsApp (Y/N)</b>	

**\*Please do not forget to add the copy of your passport, Covid-19 vaccination certificate and active Italian Public Health Insurance card if available**

## **“TERMS AND CONDITIONS & PRIVACY NOTES”**

### **Types of information InsideDomus may collect from you**

This policy sets out how we process any personal data we collect from you or that you provide to us. Please read the following carefully to understand what happens to personal data that you choose to provide to us. By signing this document you are accepting and consenting to the practices described in this “Terms and Conditions & Privacy Notice”.

InsideDomus may collect, store and use the following kinds of personal information about individuals who choose to hire our services:

**Information you supply to us.** You may supply us with information about you by filling in forms. You may also supply us with documents requested to be able to execute the procedures to obtain the European Covid-19 Green Pass before Public Health Authorities in any EU State member. The information you give us may include your name and surname, e-mail address, Italian TAX identification number (Codice Fiscale) and EU Public Health Insurance Card, if you have one, date of birth, telephone numbers, valid identification document (such as passport), vaccine certificate and all the information provided in the form you need to fill out to hire our services.

**Information our website automatically collects about you.** With regard to each of your visits to our website we may automatically collect information including the following:

- **Technical information**, including a truncated and anonymized version of your Internet protocol (IP) address, browser type and version, operating system and platform;

- **Information about your visit**, including what pages you visited, how much time you spent on website, how you got to the site (including date and time); page response times, length of visit, what you click on, documents downloaded and download errors.

#### **How InsideDomus may use the information we collect**

We will use your information to provide with the services that you request from us.

To do so, you also agree and authorize InsideDomus LLC: (1) to act in your behalf and in your name with the purpose of obtaining the European Covid-19 Green Pass Certificate with the Public Health Authorities in any EU State member; (2) to open an email account in your name to process the Green Pass request on your behalf and use all the possible means of communication; (3) to obtain assistance with the process necessary to validate the vaccine you received outside the European Union and obtain your European Covid-19 Green Pass Certificate.

#### **Disclosure of your information**

Any information you provide to us will either be emailed directly to us or may be stored on a server. We do not rent, sell or share personal information about you with other people or non-affiliated companies. InsideDomus LLC also grants access to your personal data only to persons who need this access for the purpose of obtaining your European Covid-19 Green Pass Certificate. InsideDomus will erase all your data and personal information, including the e-mail account, after the Green Pass request has been approved or declined by the public health authorities.

Unfortunately, the transmission of information via the internet is not completely secure. Although we take reasonable care to protect your personal data, we cannot guarantee the security of your data transmitted to our site or by email; any transmission is at your own risk.

#### **Liability**

InsideDomus expressly made you aware of the possibility that, for whatsoever reason, your application might be declined or not processed by the health authority of the European Union country where the process for obtaining your Green Pass has been initiated and/or filed. You agree that InsideDomus LLC shall have no liability in case your Green Pass is denied or not processed for whatsoever reason. Such waiver of liability applies to all your personal losses and damages, directly or indirectly generated from the denial of your request for the EU Covid-19 Green Pass certificate or from the decision not to process your application for any reason even from InsideDomus LLC. If for any reason should your request be not processed or denied although the information you provided is correct and should grant you the Green Pass, you will be only entitled to the reimbursing of the paid service minus a 10% service fee. Failing to fulfill with the indications in the Frequently Asked Question (FAQ) section of our website ([www.europeancovidgreenpass.com](http://www.europeancovidgreenpass.com)), as well as communicating to InsideDomus either wrong or inaccurate information, will automatically make the fees you paid for the service plan hired not refundable and the service void. The fees you paid for the service plan hired shall not be refundable and the service void also if you provide us with documents and information that do not meet the requirements for the issuance of the Green Pass.

InsideDomus LLC shall have no liability for any hacked or in any other way stolen personal information transmitted on behalf, or between InsideDomus LLC and clients. You also agree that any unauthorized review, use, disclosure or distribution of this document (or part of it) is strictly prohibited. Although InsideDomus LLC takes reasonable measures to prevent the transmission of computer viruses and to avoid misappropriation of the personal data contained in this form and/or sent via e-mail, by transmitting your information via email (including the copy of your passport, your Covid-19 vaccination certificate, your public health insurance card and other personal documents) you agree that InsideDomus LLC shall have no liability for any loss or damage caused by any misappropriation and/or use of such personal information by unauthorized parties.

You understand and agree that the "Frequently Asked Questions" section of the website is part of the "Terms and Conditions" under which InsideDomus services are rendered to you.

#### **Changes to our privacy policy**

Any changes we may make to our privacy policy in the future will be posted on this page. Please check back frequently on our website to see any updates or changes to our privacy policy and Terms and Conditions.

**Contacts**

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to [greenpass@insidedomus.com](mailto:greenpass@insidedomus.com).

*Last update: August 29<sup>th</sup> 2021*

I declare under penalty of perjury that the information provided regarding my Covid-19 vaccination and all others contained in the personal documents needed to obtain my European Green Pass certificate **are true, correct and accurate**.

DATE \_\_\_\_\_

**Faithfully,**

FULL NAME in capital letters \_\_\_\_\_

SIGNATURE \_\_\_\_\_