

**Simplified Registration Form for the Unified Register of the Holy See and Vatican City State**  
*(pursuant to Article 35 NCP and Article 17, § 10, Regolamento di attuazione)*

**SECTION I**  
**APPLICANT**

The undersigned .....  
 born in ..... in .....  
 resident in the Municipality of ..... prov. ....  
 Street/Square.....  
 in the capacity of legal representative<sup>1</sup>

**REQUESTS**

that \_\_\_\_\_ (indicate the name of the economic operator) be registered in the Unified Register of the Holy See and Vatican City State.

Aware of the civil and criminal responsibilities and consequences provided for by current regulations in case of false declarations and formation or use of false documents, as well as in case of exhibition of documents containing data no longer corresponding to the truth;

aware that the untruthfulness of the content of this declaration results in the loss of benefits consequent to registration in the Unified Register of the Holy See and Vatican City State

**DECLARES UNDER HIS/HER OWN RESPONSIBILITY**

- that the economic operator uses this simplified procedure as it falls within the case selected in the SAP Ariba platform;
- that the personal data entered in the SAP Ariba platform are up to date;
- that the sectors of interest are those indicated in the SAP Ariba platform, pursuant to Article 26 NCP;
- that the economic operator possesses the technical-professional capacity requirements and authorizations necessary for the exercise of activities attributable to the specialization classes indicated in the SAP Ariba platform, pursuant to Article 33 NCP.

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<sup>1</sup> Attach a copy of the subscriber's identity document to SAP Ariba.

ALSO DECLARES, ON BEHALF OF ALL SUBJECTS INDICATED IN THIS DOCUMENT

## SECTION II

## SUBJECTS WITH REPRESENTATION POWERS

Natural or legal persons falling within the subjective scope of application of Articles 12 et seq. NCP (subjects with representation powers, members of the board of directors, majority shareholders, general and special proxies for public procurement matters).

First name	Last name	Tax Code or VAT Number <sup>2</sup>	Position	Are there causes for exclusion pursuant to Articles 12 and 13 NCP
.....	.....	.....	.....	<input type="checkbox"/> YES <input type="checkbox"/> NO
.....	.....	.....	.....	<input type="checkbox"/> YES <input type="checkbox"/> NO
.....	.....	.....	.....	.....

## SECTION III

## SITUATIONS OF CONTROL AND/OR CONNECTION

## A: Corporate Control

Is the economic operator subject to others' direction and coordination activities or other forms of control provided for by Article 2359 of the Civil Code?	<input type="checkbox"/> YES <input type="checkbox"/> NO
In case of affirmative answer, indicate the data of the economic operator exercising the direction and coordination activity or other forms of control pursuant to Article 2359 of the Civil Code.	

Name	VAT Number <sup>2</sup>	Registered Office	Share

## B: Corporate Group

Does the economic operator belong to a corporate group?	<input type="checkbox"/> YES <input type="checkbox"/> NO
In case of affirmative answer, indicate the composition of the group <sup>3</sup> (highlighting the data of the parent company and other companies belonging to the group itself) and the relative ownership interests (including reciprocal ones).	

Name	VAT Number <sup>2</sup>	Registered Office	Share

<sup>2</sup> Or other foreign identification number.

<sup>3</sup> In the event that the economic operator is indirectly owned by the State, indicate the company through which the State holds the shareholding.

## SECTION IV

CAUSES FOR EXCLUSION IN CRIMINAL MATTERS <sup>4</sup>

## A: Economic Operator

<b>Are there any pending investigations, if known, against the subjects listed in Section II?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of affirmative answer, indicate: a) identifying data of the person under investigation; b) offense for which proceedings are being conducted.		
<b>Are there pending criminal proceedings in relation to intentional crimes punishable by a penalty not less than one year of imprisonment against the subjects listed in Section II?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of affirmative answer, indicate: a) identifying data of the defendant; b) offense for which proceedings are being conducted.		
<b>Have sentences or other conviction measures been issued, even if not final, in relation to intentional crimes punishable by a penalty not less than one year of imprisonment against the subjects listed in Section II?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of affirmative answer, indicate: a) identifying data of the convicted person; b) date of the sentence and offense to which the conviction refers.		

**ATTENTION: in case one or more of the causes for exclusion referred to in this Section exist, the production of any other relevant documentation is required.**

## B: Controlling Company

*(completion is required only in case of affirmative answer to the declaration in Section III, paragraph A)*

<b>Are there pending criminal charges for administrative offenses against the controlling company referred to in Section III, paragraph A?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of affirmative answer, indicate the offense for which proceedings are being conducted.		
<b>Are there administrative sanctions dependent on crime against the controlling company referred to in Section III, paragraph A?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of affirmative answer, indicate the details of the sentence and its content.		

**ATTENTION: in case one or more of the causes for exclusion referred to in this Section exist, the production of any other relevant documentation is required.**

<sup>4</sup> For the relevant legislation, please refer to articles 12 NCP and 18, § 1 and § 2, letters a), b), c) and g) of the Regolamento di attuazione.

**SECTION V**  
**FIDUCIARY REGISTRATION <sup>5</sup>**

<b>Is the economic operator established or participated in, directly or indirectly, by fiduciary companies or other forms of fiduciary registration?</b>		<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of affirmative answer, indicate the identifying data of the fiduciary and the ultimate beneficial owner (UBO).	Name of fiduciary:  VAT No. of fiduciary:  Name and surname of UBO:  Place and date of birth of UBO:  Tax code of UBO:		
<b>Are there one or more causes for exclusion in criminal matters referred to in Section IV, paragraph A against the UBO?</b>		<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of affirmative answer, produce relevant documentation.			

**ATTENTION: in the presence of fiduciary registration attach a copy of the fiduciary contract or other documents that allow the identification of the UBO.**

**SECTION VI**  
**CAUSES FOR EXCLUSION RELATING TO PAYMENT OF TAXES AND SOCIAL SECURITY CONTRIBUTIONS <sup>6</sup>**

**A: Attestation of Tax Regularity**

<b>Has the economic operator fulfilled its obligations relating to payment of taxes and duties, according to the legislation of the Country in which it is established?</b>		<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of negative answer, indicate: a) the State of establishment concerned; b) the type of violation; c) the <i>quantum</i> ; d) the status of the proceedings, if instituted; e) the outcome of the proceedings, if concluded.			

**ATTENTION: in case of negative answer, produce the certificate of tax regularity or the equivalent attestation issued by the competent public authority in the State of establishment concerned and any other relevant documentation.**

<sup>5</sup> For the relevant legislation, please refer to art. 13, § 1, letter e), NCP.

<sup>6</sup> For the relevant legislation, please refer to articles 13, §1, letters a) and b), NCP and 18, §2, letters d) and e) of the Regolamento di attuazione.

**B: Attestation of Social Security Contribution Regularity**

<b>Has the economic operator fulfilled obligations relating to payment of social security and assistance contributions or other benefits in favor of workers according to the legislation of the Country in which it is established?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of negative answer, provide evidence of the irregularity.		

**SECTION VII****CONFLICT OF INTEREST <sup>7</sup>**

<b>Is the economic operator aware of any conflict of interest pursuant to Article 7, § 2, NCP related to its participation in procurement procedures?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of affirmative answer, provide detailed information, including on the manner in which the conflict of interest was possibly resolved.		
<b>Is any member included, in any capacity, in the economic operator's organization chart or the economic operator itself an employee, including fixed-term, of any Entity of the Holy See or of the Governatorate of the Vatican City State?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
In case of affirmative answer, specify the type of employment relationship.		

**SECTION VIII****ADDITIONAL CAUSES FOR EXCLUSION <sup>8</sup>**

<b>Has the economic operator been found in breach of obligations regarding the protection of workers' health and safety, according to applicable law or collective agreements?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>a) Is the economic operator resident or established in States or territories having privileged tax regimes?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>b) Is the economic operator directly or indirectly participated in by subjects resident or established in the aforementioned States or territories?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>Is the economic operator resident or established in High-Risk Jurisdictions for money laundering, terrorist financing and/or proliferation of weapons of mass destruction, as identified by the Supervisory and Financial Information Authority?</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO

<sup>7</sup> For the relevant legislation, please refer to Articles 7, 13, § 1, letter j), NCP.

<sup>8</sup> For the relevant legislation, please refer to Articles 13, § 1, letters c), f), h), o) and p) of the NCP and Article 18, § 3, of the Regolamento di attuazione.

<p>Is the economic operator subject to insolvency or liquidation proceedings, or is in a state of controlled administration, or has entered into a preventive composition with creditors, or has ceased its activities or is in any other similar situation arising from a similar procedure pursuant to laws and regulations of the State of establishment?</p>	<p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p>
<p>Has the economic operator committed serious violations of obligations in environmental matters that have been definitively ascertained?</p>	<p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p>

**ATTENTION: in case of affirmative answer to one or more declarations in this Section, the production of any other relevant documentation is required.**

## SECTION IX

### FINAL DECLARATIONS

#### FURTHER DECLARES, IN HIS/HER CAPACITY

1. to be aware of the Apostolic Letter in the form of *Motu Proprio* of 19 May 2020 containing «*Norms on transparency, control and competition in public contract award procedures of the Holy See and Vatican City State*», as amended by the subsequent Apostolic Letter in the form of *Motu Proprio* «*Per meglio armonizzare*» on transparency, control and competition in public contract award procedures of the Holy See and Vatican City State, in force since 17 January 2024, to fully accept its content and to observe the discipline contained therein;
2. to be aware of the Decreto Generale Esecutivo n. 1/2025 – Regolamento di attuazione of the Apostolic Letter in the form of *Motu proprio* «*Per meglio armonizzare*» on transparency, control and competition in public contract award procedures of the Holy See and Vatican City State, in force since 10 August 2025, to fully accept its content and to observe the related discipline;
3. not to be in any of the situations referred to in Articles 11, 12 and 13 NCP;
4. that the documentation attached in the SAP Ariba platform conforms to the original and was issued by the competent or authorized bodies for its issuance according to the legislation of the State of establishment, is legitimately in possession of it and is authorized for its use for the purposes of this declaration;
5. to undertake to promptly communicate any variation of the data indicated in this declaration and in the SAP Ariba platform, acknowledging that the omitted, partial or late notification may result in cancellation from the Register;
6. to be informed that, upon request of the Authorities referred to in Article 14, § 1, letters a), b) and c), NCP, may be excluded from the Register following the verifications provided for by the same article;
7. to be informed that, upon request of the Commission established pursuant to Article 14, § 1, letter d), NCP, may be excluded if facts, events or situations are ascertained that are not compatible with the Social Doctrine of the Church or that cast doubt on the economic operator's ability to meet procurement needs;
8. to be able to produce without delay certificates or other documentation upon request of the Secretariat for the Economy, acknowledging that, however, the same may acquire ex officio, also availing itself of competent Authorities, information and documents useful to ascertain the actual existence of the

requirements referred to in Articles 11 et seq. NCP in relation to the economic operator and the subjects attributable to it.

Place and date

Stamp and signature

*(in full and legible)*