

| Category / Service | Description / Details | Standard price | Notes | Discounted price for FAO Staff Coop members |
|--------------------------------------|--|-----------------------|---|---|
| Consultancy Services | Consultancy Services (only the first time) | variable price | both in presence and through videocall | 50€ if not FAO Staff Coop member - 30€ if member |
| Administrative Procedures | Registration of documents with the Italian Revenue Agency | € 100,00 | Assistance with the completion, submission, and registration of documents with the Italian Revenue Agency | 85,00€ |
| Administrative Procedures | Registration of educational qualification (equipollenza) | € 200,00 | Assistance with the collection, verification, and registration of educational documents required for qualification equivalence | 170,00€ |
| Administrative Procedures | Residence registration (Comune di Roma) | € 120,00 | Fill and submission of the residence registration request to the relevant municipality (including communication with local police authorities) | 100,00€ |
| Administrative and fiscal Procedures | Applications for state or regional financial benefits | € 20,00 | Verification of eligibility requirements, preparation of documentation, and submission of applications for state or regional financial benefits | 15,00€ |
| Administrative and fiscal Procedures | Inheritance tax return (Declaration of Succession) | € 350,00 | Full assistance following the death of a family member, including identification of heirs, declaration of assets, and related tax obligations | 300,00€ |
| Administrative and fiscal Procedures | AMA registration / AMA deregistration (waste tax) | € 75,00 | Activation or cancellation of the waste tax in cases of new occupancy, change of holder, or property variation | 50,00€ |
| Fiscal procedures | AMA debt installment plan (waste tax) | € 75,00 | Submission of a request to pay outstanding AMA waste tax amounts in installments, including arrears or adjustments | 50,00€ |
| Fiscal procedures | Opening / closing of "partita IVA" | € 125,00 | Opening or closing a "partita iva" for self-employed workers/businesses, including communication with the Italian Revenue Agency | 100,00€ |
| Fiscal procedures | Tax debt installment plan – Revenue Agency Collection | € 75,00 | Submission of a request to pay tax debts and enforcement notices issued by the Revenue Agency Collection in installments | 50,00€ |
| Fiscal procedures | Calculation and payment of IMU, TASI, and TARI | € 75,00 | Calculation of municipal taxes (IMU, TASI, TARI) and assistance with the preparation of payment forms | 50,00€ |
| Certificates and Official Documents | Certificates via SPID | € 20,00 | Request and download of standard certificates through the SPID digital identity system | 15,00€ |
| Certificates and Official Documents | Standard certificates issued by the Municipality of Rome | € 40,00 | Appointment booking with the municipality, completion of the request, and collection through delegated authorization | 35,00€ |
| Certificates and Official Documents | Extract certificates (e.g. death certificate) | € 40,00 | Immediate issuance if already requested; otherwise processing time of 7-14 working days | 35,00€ |
| Certificates and Official Documents | Historical certificates issued by the Municipality of Rome | € 40,00 | Appointment booking, completion of the request, and collection through delegated authorization | 35,00€ |
| Certificates and Official Documents | AIRE certificates issued by the Municipality of Rome | € 40,00 | Appointment booking, completion of the request, and collection through delegated authorization | 35,00€ |
| Certificates and Official Documents | Tax code (codice fiscale) assignment / duplicate certificate | € 60,00 | Appointment booking with the Revenue Agency, completion of the request, and collection through delegated authorization | 50,00€ |
| Certificates and Official Documents | Criminal record certificate (casellario giudiziale) | € 70,00 | Assistance with the request and collection of the criminal record certificate through delegated authorization | 60,00€ |
| Certificates and Official Documents | Pending charges certificate (carichi pendenti) | € 70,00 | Assistance with the request and collection of the certificate of pending charges through delegated authorization | 60,00€ |
| Certificates and Official Documents | Criminal record clearance (visura del casellario) | € 70,00 | Assistance with the request and collection of the criminal record clearance certificate through delegated authorization | 60,00€ |
| Certificates and Official Documents | Document legalization at the Prefecture | € 70,00 | Appointment booking at the Prefecture, completion of the request, and collection through delegated authorization | 60,00€ |
| Certificates and Official Documents | Certified translations | it depends | Depends on the number of pages (€30 per page, from the third page onwards €25 per page) or on the type of document | Case-based quotation |
| Certificates and Official Documents | Court-certification of translations (sworn translations) | € 60,00 | Submission and collection at the Court of the sworn certification of the translation, stamp duties excluded (€16 for every 100 lines) | 50,00€ a documento + eventuali marche |
| CAF & "Patronato" Services | ISEE declaration | € 30,00 | Application preparation, completion, and submission | 25,00€ |
| CAF & "Patronato" Services | Income tax return (single 730 form) | € 50,00 | Application preparation, completion, and submission | 40,00€ |
| CAF & "Patronato" Services | Income tax return (joint 730 form) | € 80,00 | Application preparation, completion, and submission | 65,00€ |
| CAF & "Patronato" Services | Single Tax Return (Modello Unico) | € 100,00 | Application preparation, completion, and submission | 85,00€ |
| CAF & "Patronato" Services | Various bonuses (book bonus, sports bonus, etc.) | € 30,00 | Application preparation, completion, and submission | 25,00€ |
| CAF & "Patronato" Services | Civil disability, attendance allowance, Law 104 | € 70,00 | Application preparation, completion, and submission | 10,00€ |
| CAF & "Patronato" Services | Maternity and parental leave | € 70,00 | Application preparation, completion, and submission | 60,00€ |
| CAF & "Patronato" Services | Identity card appointment booking | € 45,00 | The appointment is booked through the online portal; the applicant must then attend the appointment in person | 30,00€ |
| CAF & "Patronato" Services | Passport appointment booking | € 45,00 | The appointment is booked through the online portal; the applicant must then attend the appointment in person | 30,00€ |
| CAF & "Patronato" Services | Application for duplicate driving licence | € 140,00 | Submission of the application for a duplicate driving licence | 120,00€ |
| CAF & "Patronato" Services | SPID issuance and activation | € 45,00 | Creation of a SPID digital identity using an Italian identity document and health card, activation after approximately 24 hours | 30,00€ |
| CAF & "Patronato" Services | Digital signature ("firma digitale") | it depends | The cost may vary (approximately €15 for a single-use option, otherwise approximately €70) | Case-based quotation |
| CAF & "Patronato" Services | Creation of PEC email account | € 40,00 | The creation and activation of the PEC email account + profile configuration | 35,00€ |
| CAF & "Patronato" Services | Sending a PEC email | € 15,00 | Assistance with the drafting and sending of communications via Certified Electronic Mail | 10,00€ |
| Immigration Services | First stay permit application ("permesso di soggiorno") | € 120,00 | Filling of forms and preparation of the application kit, all included + ongoing assistance (postal payment slips and stamp duties excluded) | 100,00€ |
| Immigration Services | Residence permit renewal | € 85,00 | Filling of forms and preparation of the application kit, all included + ongoing assistance | 70,00€ |
| Immigration Services | Conversion of residence permit | € 750,00 | Filling of forms and preparation of the application kit, possible housing suitability certification, all included + ongoing assistance | 660,00€ |
| Immigration Services | Long stay permit application ("carta di soggiorno") | € 350,00 | Filling of forms and preparation of the application kit, possible housing suitability certification, all included + ongoing assistance | 300,00€ |
| Immigration Services | Unblocking residence permit with lawyer | € 800,00 | Request for lawyer intervention + official formal notice (mandatory response) + subsequent updates | 680,00€ |
| Immigration Services | Italian citizenship application | € 400,00 | Preparation and completion of the application, + Italian language exam (booking), all included (except translations and legalizations) | 350,00€ |
| Immigration Services | Unblocking Italian citizenship with lawyer | € 1.000,00 | Request for lawyer intervention + official formal notice (mandatory response) + subsequent updates | 850,00€ |
| Immigration Services | Family reunification ("ricongiungimento familiare") | € 700,00 | Case preparation, completion of forms, and assistance + housing suitability certification (all included) | 600,00€ |
| Immigration Services | Family cohesion ("coesione familiare") | € 800,00 | Case preparation, completion of forms, and assistance + housing suitability certification (all included) | 680,00€ |
| Immigration Services | Decreto flussi application | it depends | Case preparation, completion of forms, and assistance (possibility of accommodation + employment contract) | Case-based quotation |
| Immigration Services | Foreign driving licence conversion | € 400,00 | Case preparation, completion of forms, and assistance (submission of the application to the Motorizzazione through delegated authorization) | 340,00€ |
| Real Estate Services | Registration of rental contracts or CIN/CIR/CCIAA/SCIA etc. | it depends | | Case-based quotation |
| Real Estate Services | Statements for agreed rent ("canone concordato") | it depends | | Case-based quotation |