### PAYMENT INSTRUCTIONS TO THE UNIVERSITY OF FLORENCE FOR THE CHIANTI TOPICS

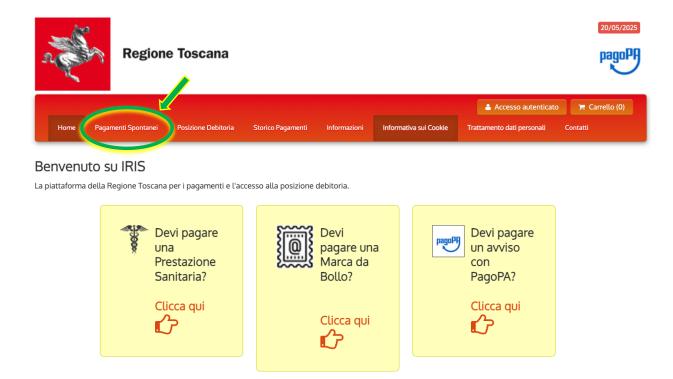
The fee must be paid through **PagoPA**, the official electronic payment system introduced by the Italian Digital Administration Code and Legislative Decree No. 179/2012. PagoPA ensures secure and reliable transactions with Public Administration services.

To complete your payment, please follow the step-by-step instructions provided below.

Important: The IRIS payment platform is currently available only in Italian. We recommend following the instructions carefully to complete the process smoothly.

### **STEP 1 –**

- 1. Connect to https://iris.rete.toscana.it/public/
- 2. Click the "Pagamenti Spontanei" button

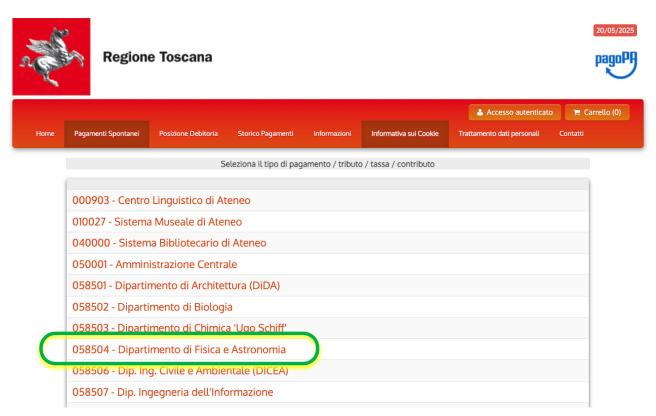


### **STEP 2** –

- 1. Scroll the list down to find "Università degli Studi di Firenze"
- 2. Click "Università degli Studi di Firenze"

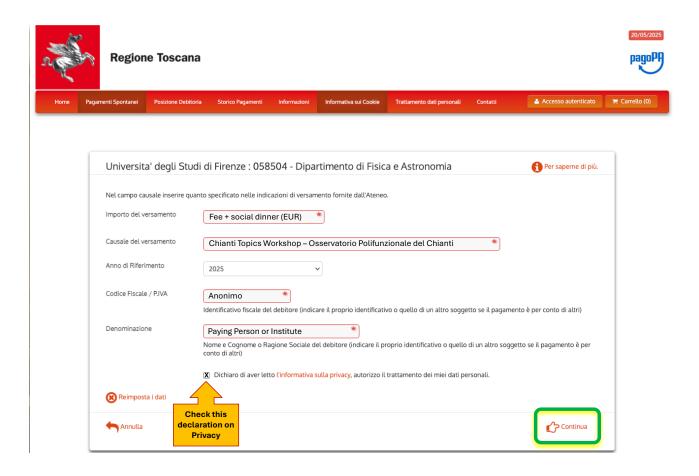


# STEP 3 – Select "058504 - Dipartimento di Fisica e Astronomia" in the list.



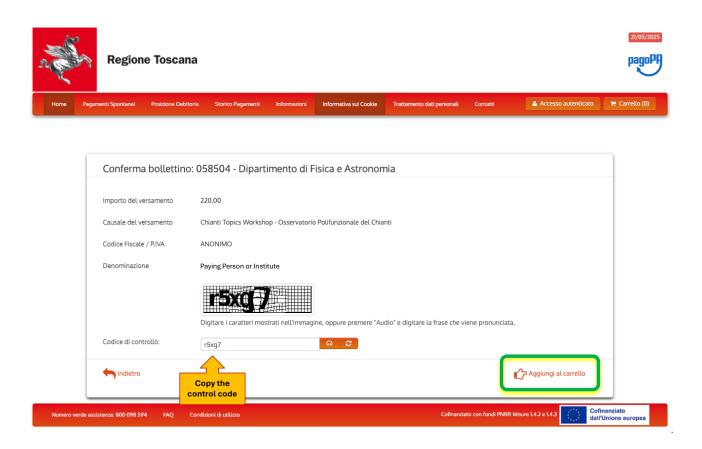
### STEP 4 -

- 1. Fill in the form as specified in the following picture
- 2. Pay attention to "Codice Fiscale / P.IVA": if you have a VAT number, please substitute the word "Anonimo" with your VAT no.
- 3. Check the declaration on Privacy
- 4. Once completed the form, click on the "Continua" button to go to continue

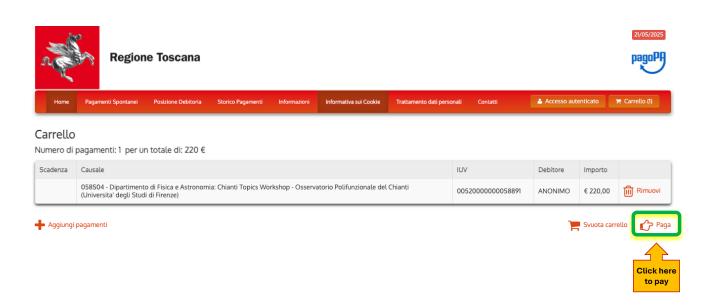


## **STEP 5** –

- 1. Copy the control code
- 2. Click on the "Aggiungi al carrello" button to continue

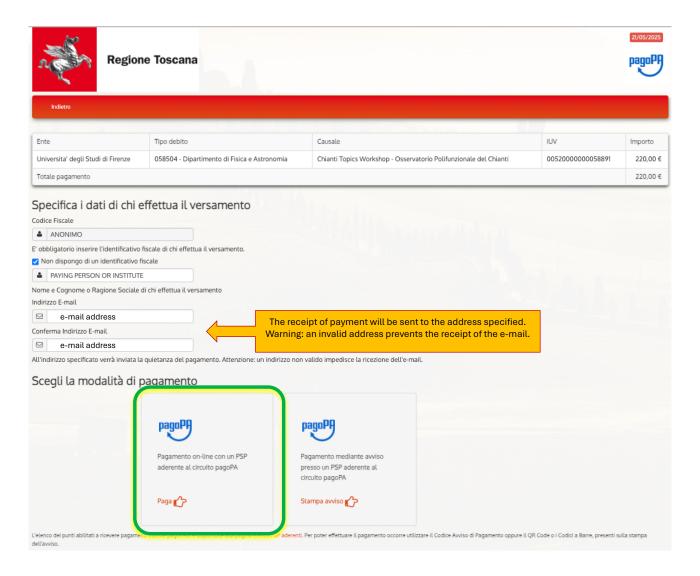


### STEP 6 -



## **STEP 7** –

- 1. Fill in the boxes as specified in the picture below
- 2. Proceed to pay clicking the left box (highlighted in green)



## Follow these instructions to proceed with Online payment:

Being a foreigner and not having a SPID code, click Entra con la tua email



## Insert your email address and click Continua



Tick the "accetto la privacy policy" checkbox (I agree to privacy policy)



pagoPA - Informativa sulla privacy

# INFORMATIVA SUL TRATTAMENTO DEI DATI PERSONALI

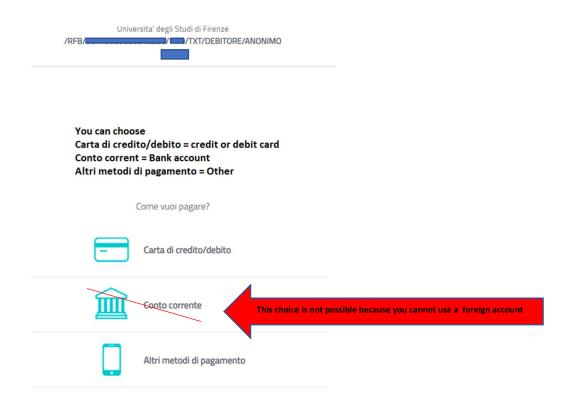
ai sensi degli artt. 13-14 del Regolamento (UE) 2016/679

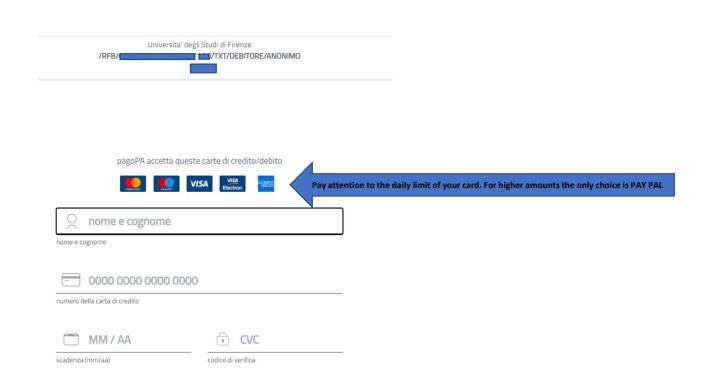
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Questa informativa privacy descrive come vengono trattati i dati personali di coloro che approdano al sito wisp2.pagopa.gov.it/ (il "Sito") per effettuare un pagamento tramite pagoPA. Il Sito ti permette (i) di essere avvisato per email in merito alle transazioni che effettuerai sul sistema pagoPA e, se deciderai di registrarti a pagoPA, (ii) di effettuare la registrazione a pagoPA, (iii) di memorizzare alcune modalità di pagamento, (iv) di visualizzare lo storico delle tue transazioni, nonche' (v) di recuperare la password e/o codice segreto da te scelti al momento della registrazione (di seguito il "Servizio").

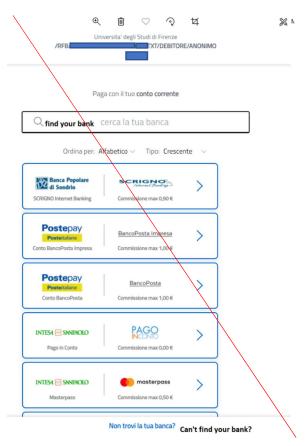


## Click one of the following options





## you cannot choose Conto corrente because these are the options for Italian banks



If you choose Other these are the options and, at the moment only PAY PAL – INTESA SAN PAOLO is available for payments from abroad

