



## ACCESS TO SITE / REQUEST FORM

Please fill in the form with requested information, **fields marked with \* are mandatory**

Filled-in form must be submitted to <[site@namex.it](mailto:site@namex.it)> for approval

The full Privacy Notice on the processing of personal data in accordance with article 13 of Regulation (EU) 2016/679 is available at reception and can be downloaded at the following link: <https://www.namex.it/access-to-the-sites/>

### Section 1: GENERAL INFORMATION

<b>REQUESTED SITE *</b>	<input type="checkbox"/>	<b>Caesar</b>	Namex - Via dei Tizii, 6B - 00185 Roma (RM)	ROM1
	<input type="checkbox"/>	<b>Augustus</b>	Unidata - Viale Alexandre Gustave Eiffel, 100 - 00148 Roma (RM)	ROM2
	<input type="checkbox"/>	<b>Tiberius</b>	Digital Realty - Via di Tor Cervara, 282 - 00155 Roma (RM)	ROM3
	<input type="checkbox"/>	<b>Claudius</b>	Cloud Europe - Via Giacomo Peroni, 292 - 00155 Roma (RM)	ROM4
	<input type="checkbox"/>	<b>Hadrianus</b>	Aruba - Via Giacomo Peroni, 380 - 00155 Roma (RM)	ROM5
	<input type="checkbox"/>	<b>Bari</b>	Namex - Viale Donato De Leonardis, 19 - 70132 Zona Industriale Bari (BA)	BRI1
	<input type="checkbox"/>	<b>Napoli</b>	Università Partenope - Via Generale Parisi, 13 - 80132 Napoli (NA)	NEA1

<b>TYPE OF ACCESS *</b>	<input type="checkbox"/> <b>A - ORDINARY</b>	<input type="checkbox"/> <b>B - EXTRA ORDINARY (EMERGENCY)</b>
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### Section 2: ACTIVITY DETAILS

<b>PLANNED START DATE/TIME *</b>	NOTES
<b>PLANNED END DATE/TIME *</b>	Providing the details of the room and rack assignment and clearly outline the activity
<b>ROOM / CAGE DETAILS *</b>	
<b>RACK *</b>	
<b>DESCRIPTION *</b>	

### Section 3: CUSTOMER COMPANY DETAILS

<b>COMPANY NAME *</b>	NOTES
<b>COMPANY DEPARTMENT</b>	Please specify a phone contact for person in charge for any direct communication during activity
<b>PERSON IN CHARGE *</b>	
<b>PHONE *</b>	
<b>EMAIL *</b>	

### Section 4: CONTRACTOR COMPANY DETAILS

<b>CONTRACTOR COMPANY NAME *</b>	NOTES
<b>PERSON IN CHARGE *</b>	Fill in details if contractor is different from customer company, please specify a phone contact for person in charge for any direct communication during activity
<b>PHONE *</b>	
<b>EMAIL</b>	
<b>CONTRACTOR STAFF LIST *</b>	
<b>STAFF #1</b>	<b>DOCUMENT ID</b>
<b>STAFF #2</b>	<b>DOCUMENT ID</b>
<b>STAFF #3</b>	<b>DOCUMENT ID</b>
<b>STAFF #4</b>	<b>DOCUMENT ID</b>
<b>STAFF #5</b>	<b>DOCUMENT ID</b>
<b>STAFF #6</b>	<b>DOCUMENT ID</b>

A - Scheduled, ordinary access to the site is granted during office hours (monday to friday, 8.00AM to 6.00PM) having sent a written request at least 48h in advance. Ordinary access is free of charge

B - Extra-ordinary (off-hours) emergency is granted by calling H24 phone number +39 +39 06 838 4838 and sending this filled-in request form at least 2h in advance.

Extra-ordinary access is charged according to official price list

<b>PROVIDER APPROVAL</b>	<b>NAMEX APPROVAL</b>
signature	signature
date (dd mmm yyyy)	exec date (dd mmm yyyy)