



# **Obligation to Notify the Certified Email (PEC) Address of Individual Directors to the Companies Register**

**Art. 2250 of the Italian Civil Code, Law Decree 76/2020 and  
Subsequent Amendments**



Dear Clients,

We would like to draw your attention to an important requirement under the current regulations on transparency and digitalization of relations between companies, public administrations, and third parties. This requirement concerns the obligation to notify the Companies Register of the certified email address (PEC) of each individual company director.

### **Legal References**

The obligation is set forth in Article 2250, paragraph 3, of the Italian Civil Code, as amended by Article 37 of Law Decree No. 76 of July 16, 2020 (the so-called "Simplification Decree"), converted with amendments by Law No. 120 of September 11, 2020, which states:

"Documents subject to registration in the companies register must contain the certified email address or other digital domicile of the subjects required to be registered."

Subsequently, the Ministerial Decree of the Ministry of Economic Development dated November 29, 2021, published in the Official Gazette No. 291 of December 7, 2021, specified the operational procedures for automatic registration and the imposition of administrative penalties on non-compliant individuals.

### **Required Subjects**

The following individuals are required to communicate their personal PEC address:

- all directors of capital companies, including those of S.p.A., S.r.l., S.a.p.a., consortium companies, and cooperatives;
- directors of partnerships, particularly in S.n.c. and S.a.s.;
- liquidators, statutory auditors, legal auditors, and individuals holding positions or qualifications registered in the Companies Register.

It is important to emphasize that the PEC address must be uniquely attributable to the individual holding the position. It cannot coincide with the company's PEC, nor can it be a generic or shared digital domicile.



### **Procedure and Deadlines**

The notification must be submitted via electronic filing to the Companies Register, using the tools provided by InfoCamere (e.g., ComUnica, Dire, or Telemaco), indicating the individual's personal PEC address.

The deadline for subjects already appointed as of January 1, 2025, is **June 30, 2025**. For newly appointed individuals, the obligation applies at the time of appointment (e.g., director or other registered role).

In the absence of such communication, the Chambers of Commerce may proceed with the automatic registration of a "missing digital domicile", which will result in an administrative fine.

### **Applicable Sanctions**

Non-compliance is subject to the penalties outlined in:

- Art. 2630 of the Civil Code (for capital companies);
- Art. 2194 of the Civil Code (for partnerships),

which provide for:

- an administrative fine ranging from €130 to €1,032 for each non-compliant individual.

It is important to note that failing to report one's personal digital domicile hinders proper identification and service of legal documents to those holding company positions, potentially leading to operational and legal issues.

### **Purpose and Legislative Rationale**

The purpose of this requirement is rooted in the principles of transparency and accountability for individuals in administrative and oversight roles within companies. The legislator aims to:

- ensure the digital identifiability of individuals registered in the Companies Register;
- facilitate communications from public authorities and other stakeholders (e.g., clients, suppliers, banks);
- strengthen the electronic notification system for increased efficiency and traceability.



### **Conclusions and Operational Recommendations**

We therefore invite all directors and office holders of the companies you represent to promptly verify their registration with the Companies Register and, if necessary, obtain a personal certified email address to proceed with the required communication.

Our firm is available to assist you in preparing and submitting the electronic filing to the competent Companies Register. Please submit your request via email to [desk@7bs.it](mailto:desk@7bs.it), including a list of all current directors and their corresponding certified email addresses to be communicated.

To avoid fines and non-compliance, we recommend completing this requirement as soon as possible.

We remain at your disposal for any further clarification or assistance.

Kind regards,

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