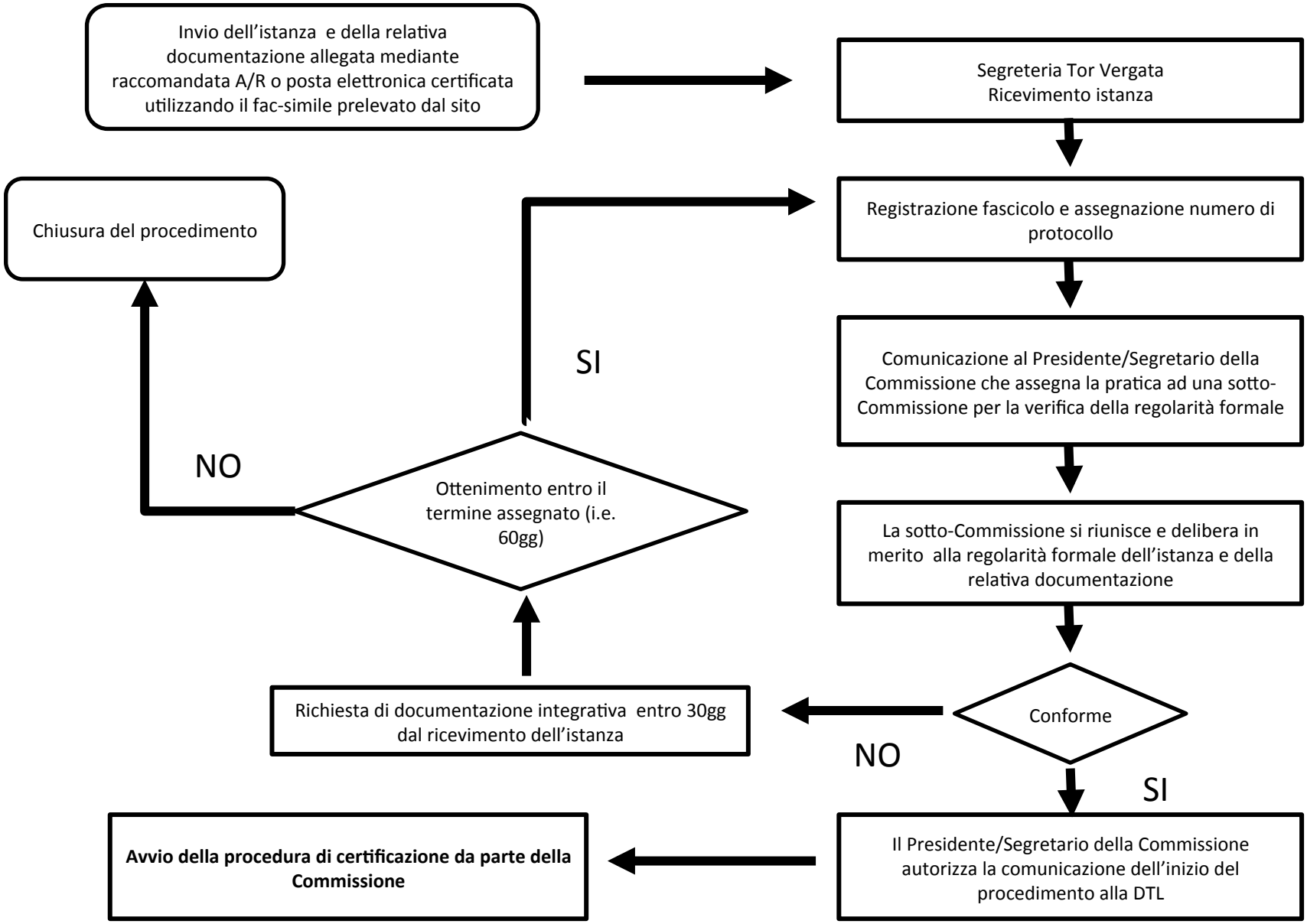Procedura di presentazione dell'istanza