

Welcome to the Czech Republic!

We are pleased that you have chosen the Czech Republic as your new home. To make your transition as smooth as possible, we have prepared an overview of the most important administrative tasks that need to be completed after moving to the Czech Republic. The following steps will help you avoid issues and make the start of your stay in your new country easier.

1. Residence Registration

- **Where:** Foreign Police (for third-country nationals), Ministry of the Interior (for long-term visa and residence permit).
- **What:** Report your stay within 30 days (third-country nationals) or 90 days (EU, EEA, and Swiss nationals).
- **Documents:** Passport, proof of accommodation (Rental/Sublease agreement).

2. Health Insurance

- **Where:** Health insurance companies (VZP or others).
- **What:** Register with a health insurance company. If you are employed, your employer will take care of this; otherwise, arrange commercial insurance.
- **Fees:** Monthly health insurance premium.

3. Address Registration

- **Where:** Municipal Office in your place of residence.
- **What:** Register for permanent or long-term residence.
- **Documents:** Passport, proof of accommodation (Rental/Sublease agreement), proof of residence registration.

4. Housing Payments

- **Where:** Municipal Office in your place of residence.
- **What:** Payment for waste collection.
- **Fees:** Waste collection fees.

Once you send us confirmation from the office that you are already paying waste fees at your place of residence, we will cancel the waste fee in your record.

5. TV and Radio License Fees

- **Where:** Czech Television (TV fee), Czech Radio (radio fee).
- **What:** Obligation to pay fees for holding a TV (135 CZK/month) and radio receiver (45 CZK/month).
- **How:** Registration for payment through SIPO, bank transfer, or online.

6. Trade License (if you plan to start a business)

- **Where:** Trade Licensing Office.
- **What:** Obtaining a trade license for business activities.
- **Fees:** Administrative fee for trade license registration (around 1,000 CZK).

7. Tax Obligations

- **Where:** Tax Office.
- **What:** Registration for income tax (if you are employed or self-employed).
- **Fees:** Personal income tax (according to income level), and possibly other taxes.

8. Social Insurance

- **Where:** Czech Social Security Administration (ČSSZ).
- **What:** Registration for social insurance. Your employer registers you, self-employed persons handle it themselves.
- **Fees:** Regular monthly contributions to social insurance.

Recommendations:

- **Opening a Bank Account:** For managing finances and paying bills.
- **Home and Household Insurance:** To protect your property. (With us, you are automatically insured)

We hope this overview helps you navigate your new environment and take care of everything needed for your comfortable stay in the Czech Republic. If you need further information or assistance, do not hesitate to contact the relevant authorities or integration centers.