

OFFICES COLLECTING BIOMETRIC DATA

Oddělení pobytu cizinců = Foreign Nationals Residence Department
Regionální oddělení pobytu cizinců = Foreign Nationals Regional Residence Department

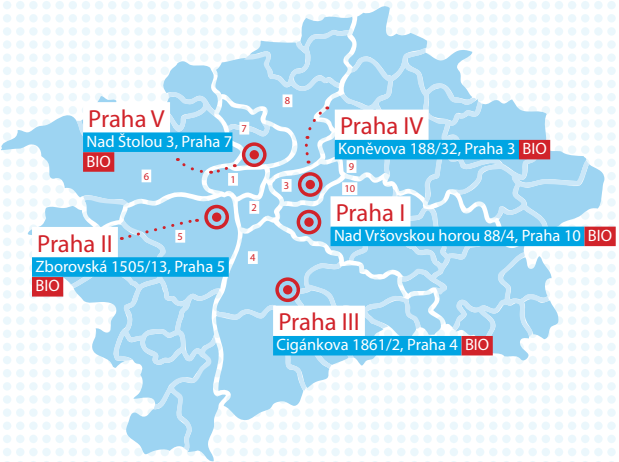
Prague
Oddělení pobytu cizinců Praha I
(only for matters of permanent residencies and related issues)
Nad Vršovskou horou 88/4, Praha 10 – Michle (Bohdalec), tel.: 974 847 711
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–15.00 | Fr: 8.00–11.00

Oddělení pobytu cizinců Praha II
Zborovská 1505/13, Praha 5 – Smíchov, tel.: 974 882 690
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–15.00 | Fr: 8.00–11.00

Oddělení pobytu cizinců Praha III
Cigánkova 1861/2, Praha 4 – Chodov, tel.: 974 820 666
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–15.00 | Fr: 8.00–12.00

Oddělení pobytu cizinců Praha IV
Koněvova 188/32, Praha 3 – Žižkov, tel.: 974 820 409, 415
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–15.00 | Fr: 8.00–12.00

Oddělení pobytu cizinců Praha V
Nad Štolou 3, Praha 7 – Holešovice (Letná), tel.: 974 833 142
Opening hours:
Mo, We: 8.00–12.00, 12.30–15.00 | Tu, Th: 8.00–12.00, 12.30–16.00 | Fr: 8.00–11.00



Central Bohemian Region
Oddělení pobytu cizinců Rakovník
Dukelských hrdinů 2319, tel.: 974 880 426
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–14.00 | Fr: 8.00–11.00

Oddělení pobytu cizinců Mladá Boleslav
Štefánikova 1304, tel.: 974 877 471
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–14.00 | Fr: 8.00–11.00

Oddělení pobytu cizinců Kutná Hora
Hornická 642, tel.: 974 875 426
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–14.00 | Fr: 8.00–11.00

Ústí nad Labem Region
Regionální oddělení pobytu cizinců Ústí nad Labem
Masarykova 27, tel.: 974 420 340
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–14.00 | Fr: 8.00–11.00

Oddělení pobytu cizinců Chomutov
Beethovenova 5689, tel.: 974 443 158
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–14.00 | Fr: 8.00–11.00

Liberec Region
Regionální oddělení pobytu cizinců Jablonec nad Nisou
Podhorská 564/62, tel.: 974 474 801
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–14.00 | Fr: 8.00–11.00

Hradec Králové Region
Regionální oddělení pobytu cizinců Hradec Králové
Ulrichovo nám. 810/4, tel.: 974 520 791
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–11.30 | Fr: 8.00–11.00 (on appointment)

Pardubice Region
Regionální oddělení pobytu cizinců Pardubice
Bulharská 936, tel.: 974 560 781
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–11.30 | Fr: 8.00–11.00 (on appointment)

Plzeň Region
Regionální oddělení pobytu cizinců Plzeň
Slovanská alej 2046/26, tel.: 974 320 290
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–12.00 | Fr: 8.00–11.00 (on appointment)

Karlovy Vary Region
Regionální oddělení pobytu cizinců Karlovy Vary
Krymská 47/1598, tel.: 353 226 683
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–14.00 | Fr: 8.00–11.00 (on appointment)

South Bohemian Region
Regionální oddělení pobytu cizinců České Budějovice
Pražská třída 1257/23, tel.: 974 226 851, 859
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–12.00 | Fr: 8.00–11.00 (on appointment)

Vysočina Region
Regionální oddělení pobytu cizinců Jihlava
Vrchlického 2627/46, tel.: 974 266 832
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–12.00 | Fr: 8.00–11.00 (on appointment)

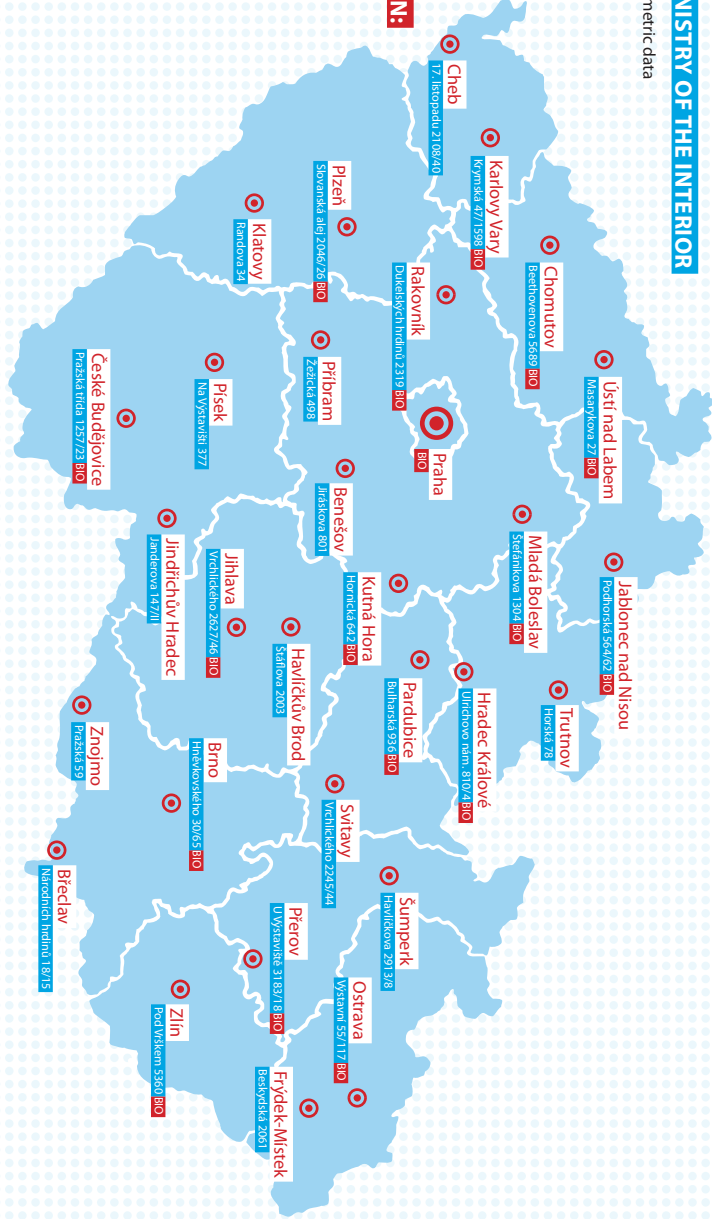
South Moravian Region
Regionální oddělení pobytu cizinců Brno
Hněvkovského 30/65, tel.: 543 213 313, 543 214 316
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–14.00 | Fr: 8.00–11.00 (on appointment)

Moravian-Silesian Region
Regionální oddělení pobytu cizinců Ostrava
Výstavní 55/117, tel.: 974 725 897, 899
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–14.00 | Fr: 8.00–11.00 (on appointment)

Olomouc Region
Regionální oddělení pobytu cizinců Přerov
U Výstaviště 3183/18, tel.: 974 760 393, 394
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–12.00 | Fr: 8.00–11.00 (on appointment)

Zlín Region
Regionální oddělení pobytu cizinců Zlín
Pod Vrškem 5360, tel.: 974 662 820
Opening hours: Mo, We: 8.00–17.00 | Tu, Th: 8.00–12.00 | Fr: 8.00–11.00 (on appointment)

Info line:
974 832 418, 974 832 421
(Mo–Fr: 8.00–16.00)
E-mail:
pobyt@mvcr.cz
Web:
www.mvcr.cz/cizinci
Anti-corruption hot line:
974 847 704
April 2011



BIO – Offices collecting biometric data
OFFICES OF THE MINISTRY OF THE INTERIOR

BIOMETRIC DATA
IN RESIDENCE CARDS
FOR THE CZECH
REPUBLIC

INFORMATION
FOR THIRD-COUNTRY NATIONALS

From May 2011, the Czech Republic issues residence cards containing biometric data – facial image and fingerprints taken by special technical equipment.

This practice brings **several changes for third-country nationals resident in the Czech Republic (CR)** – it does not apply to EU citizens and their family members, nor does it apply to third-country nationals resident in the CR on a long-stay visa who are not applying for a long-term or permanent residence permit.

Why are biometric data collected?
Collecting biometric data serves to verify the authenticity of the residence card and confirm the identity of its holder – a third-country national. As of 20 May 2011, biometric data (facial image respectively) forms a compulsory component of residence permits for third-country nationals issued by all EU Member States.

BIOMETRIC DATA ARE COLLECTED COMPULSORILY IN CONNECTION WITH THE FOLLOWING PROCEDURES:

- if you apply for a **long-term or permanent residence permit**
- if you apply for a **green or blue card**
- if you came to the CR on a **long-stay visa** issued for the purpose of **collecting a long-term or permanent residence permit**
- if you apply for an **extension of validity of a residence card**
- if you apply for a **replacement of a residence card** for a lost, destroyed, stolen or damaged one or in replacement of a residence card whose data chip is non-functional
- if you apply for a **new residence card after the expiry or cancellation of your existing one** (e.g. for reasons of damage)
- if you apply for a **new residence card due to changes of details given in your existing one**

Biometric data are collected at **selected – i.e. not all – offices of the Ministry of the Interior** (hereinafter the “Ministry”) that are adequately technically equipped. You are subsequently required to collect your residence card at the same office that collected your biometric data within a specified period.

Please note that this office might not be the same office where you submitted your relevant residence application, or else, where you normally arrange other matters connected with your residence in the CR.

COMPULSORY ATTENDANCE IN PERSON

In connection with biometric data, you are required to:

- **present yourself at the Ministry office** in person to provide biometric data and to provide a signature intended for digital processing
 - on demand* of the Ministry (if you are resident in the CR)
 - if you are issued a long-stay visa for the purpose of collecting a long-term or permanent residence permit within 3 working days of entering the CR (if you were issued a long-stay visa for the purpose of collecting a long-term or permanent residence permit by a CR diplomatic mission)
- **comply with the requirement to provide** your biometric data and to provide your signature for digital processing
- **present yourself** at the Ministry to **collect the residence card** within the specified limit* but at latest within 60 days of your biometric data being collected for reasons of verifying your identity, and/or the correctness of the personal details appearing in the card, the functioning of the data chip with your biometric data and the correctness of the processed biometric data contained.

* If you left a telephone contact number upon filing your application, you shall be contacted at this number to arrange an appointment for having your biometric data collected, or else, to collect your residence card. If you did not provide a contact phone number or Ministry officials are unable to contact you, you shall be invited in writing to provide your biometric data, or to collect your residence card within a specified time limit. In this case, you can arrange an appointment at the Ministry in advance by telephone – see contact details.

Warning: **If, after receiving the decision** on a permanent residence permit or after a decision on an extension of validity of a permanent residence card, you **fail to collect the completed card**, you will be fined with up to CZK 10,000. If you fail to collect a long-term residence card during the issuing procedure or a procedure on the extension of its validity, your application procedure will be terminated.

Residence cards without biometric data¹
Residence cards issued before May 2011 will remain valid until their expiry date or until any change in the details appearing in it occur, after which they will be replaced by residence cards with biometric data. You will be invited by the Ministry to provide biometric data for the purpose of issuing a new residence card (not earlier than May 2011).

Reporting changes in details in the residence card
In the event of **changes in details** appearing in the residence card (e.g. surname or passport No.) you are required to report the change to the Ministry within 3 working days from the date when the change occurred. In case your official address changes, you are required to report this:

- within 30 days from the date of the change, if you expect the change will last for more than 30 days (if you have a long-term residence permit) or
- within 30 working days from the date of the change, if you expect the change will last for more than 180 days (if you have a permanent residence permit).

Possibilities for representation
In dealings with the Ministry you can be represented by a different person to whom you give a power of attorney to act on your behalf – e.g. when submitting an application for an extension of validity of your long-term residence permit. This does not apply in the case of your applying for a new long-term or permanent residence permit and acts connected with taking your biometric data and collecting your residence card.

Administration fees
Under the Administration Fees Act, the following fees will apply to biometric cards (in the form of revenue stamps which may be bought at every post office):

- issuing a residence card or extending its validity: CZK 2,500 (CZK 1,000 for children under 15 years of age)
- changes to the residence card: CZK 1,000
- issuing a residence card in replacement of a damaged, destroyed, lost or stolen residence card or of a residence card whose data chip is non-functional: CZK 4,000 (CZK 2,500 for children under 15 years of age)

FREQUENTLY ASKED QUESTIONS

Can I refuse to provide biometric data?
No, you cannot. Providing biometric data is compulsory for all third-country nationals (with the exception of family members of EU citizens) who are issued a residence card connected to a long-term or permanent residence permit (§ 103/k).

In what situations are biometric data not collected?
Under certain circumstances, fingerprint images are not captured – if this is impossible due to anatomical or physiological changes or else

physical disabilities of the fingers. In such cases, the residence card shall be issued containing only a biometric facial image (§ 117a).

What are the rules for children?
For children under the age of 6, only a facial image is captured.

My current residence card does not contain biometric data – am I required to apply for a new card?
Your existing residence card remains valid for the duration of the period written in it. You will only receive a biometric card in connection with:

- extending your long-term residence permit (you are required to submit your application earliest 90 days and latest 14 days before its expiry) or
- extending your permanent residence card (you are required to submit your application 90 days before the expiry of your residence card) or
- needing a new residence card to be issued (e.g. due to changes in some of the details appearing in it).

What will happen with my biometric data?
Your biometric data collected in connection with issuing the residence card is stored on a data chip located in the residence card and also in the Foreign Nationals Information System. Data storage is governed by the rules for personal data protection and data are deleted 60 days after the expiry or termination of validity of the residence card (§ 160/7).

Can I test the functioning of the data chip?
Yes, you have the right to request that the Ministry confirm the functioning of the data chip. If the suspected non-functioning proves to be no fault of your own, you have the right to be issued a new card free of charge (§ 117a).

The above information, including references to specific legal provisions, serves as basic orientation within the current **Act on the Residence of Foreign Nationals in the CR** (Act No. 326/1999 Coll., on the residence of foreign nationals in the territory of the Czech Republic and on the amendment to some acts, as amended).

Note: While in order to reside in the CR you apply for a residence permit, the document confirming the legality of your stay is called a residence card.

¹ Currently issued in the form of a visa sticker in your travel document or a booklet.