

LOSS OF DOCUMENT (theft, damage to document)

!!! All foreigners from third countries with a long-term visa, long-term residence permit or permanent residence permit are obliged to report the loss, theft or damage of the document within 3 business days!!!

Reporting lost/theft or damage of document is possible:

- **In person at the Ministry of the Interior and the police.**
 - o You will receive a confirmation of the loss report.
 - o In the event of a loss abroad, the incident is reported to the embassy.
- **By post / data box / e-mail with electronic signature.**
 - o In the case of notification by post, filled in Change Notification Form must also be sent. You can fill in the form electronically, print it out and sign it; or print it out, fill it in by hand - legibly, in Latin, in Czech, in block capitals and sign it.

If you find/retrieve the document you report as lost, you must report it again to the Ministry of the Interior.

To apply for a new document you need:

- valid travel document
- a damaged document or a document with non-functioning biometric data
- a police report of the theft of the document (in case of theft)
- Change Notification Form

The administrative fee – CZK 2,500 (CZK 1,000 - persons under 15 years of age) for a new biometric card is paid in the form of stamps.

- The administrative fee for an application for the issue of a card due to damage to biometric data shall be paid by the foreigner if the malfunction was demonstrably caused by circumstances of which the foreigner knew that the data would be damaged.

Detailed information can be found on the website of the Ministry of the Interior of the Czech Republic or at:

<https://frs.gov.cz/povinnosti-cizincu/ztrata-odcizeni-nebo-poskozeni-dokladu/>



Spolufinancováno
Evropskou unií



MINISTERSTVO VNITRA
ČESKÉ REPUBLIKY



Projekt "Centrum na podporu integrace cizinců v Ústeckém kraji" reg. č. CZ.12.01.02/00/23_008/0000008 je financován OP AMIF a MV ČR.