



MAIL BOX x DATA BOX

A BOX is a place in which letters to be delivered are stored.

- In the case of mailboxes, it is printed letters.
- In the case of a data box, it is electronic letters.

IT IS IMPORTANT TO HAVE YOUR CORRECT HOME ADDRESS LISTED WITH THE AUTHORITIES. Place of permanent residence can only be one and does not have to be the same as your actual place of residence. In this case, it is also important to declare your mailing address (or delivery address) to all authorities and institutions.

YOU MUST HAVE YOUR MAILBOX AND DOORBELL MARKED AT YOUR HOME ADDRESS – WITH YOUR FULL NAME. If there are more than one person with different surnames living in the same household, all the names of the people in the same household must be written on the mailbox and the doorbell.

WHY IS IT IMPORTANT TO HAVE A MARKED MAILBOX AND TO COLLECT YOUR MAIL? *When delivering a letter in your own hands, the following two situations can occur in which the mail is considered delivered even if you have not physically picked it up:*

1. You have a mailbox properly marked with your name and surname, but the mail carrier does not reach you at home - the letter is stored at the post office:

- The placement of the parcel is to be notified by a "invitation to collect", which is usually placed in mailboxes or other suitable place.
- Occasionally, you may not receive a "invitation to collect" in your mailbox. If you are expecting an official letter, it is a good idea to check with the relevant post office to see if it has been delivered to you.
- *You should respond within 10 days to the invitation (pick up the letter at the post office). On the 10th day after deposit (the day of deposit is counted as day 0), even if you do not collect the letter for any reason (even if you have not received the "invitation to collect"), the letter is considered to have been delivered (the so-called fiction of delivery). The letter is considered to have been received and there is no going back.*

2. You do not have a box nor a doorbell marked and the postman does not reach you, nor does he have any other suitable place where to place the "invitation to collect" and therefore you will not receive any notification of the letter - the letter is returned to the sender and the sender (if it is the office) delivers it by a so-called public notice:

- The letter or a notice of the availability of collection of the letter shall be posted on the official notice board and on the electronic official notice board. The date of posting shall be marked on the letter.
- The official OAMP board is available at: <https://www.mvcr.cz/verejne-vyhlasky-oamp.aspx>
- *On the fifteenth day after it is posted, the letter is deemed to have been delivered (the day of posting is counted as day 0), regardless of whether or not you have read its contents.*

! ATTENTION ! IN BOTH CASES YOU MAY MISS IMPORTANT LETTERS, e.g. to provide missing documents. The deadline is running without you knowing it! This may cause your application to be denied or stopped. The consequence may be the termination/loss of your residence in the Czech Republic.

If you are unable to have a mailbox marked at your address of residence, or if you have problems with mail delivery, we recommend that you set up a data box. A DATA BOX is an electronic form of mailbox (not an e-mail) through which you can communicate with all authorities and institutions.



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