

Registration card

Žádost o určení použitelných právních předpisů pro zaměstnance / Request for determination of legislation applicable for an employee



This application serves for the purpose of determining the applicable social security legislation pursuant to Regulation (EC) No. 883/2004 and its Implementing Regulation No. 987/2009, Regulation (EEC) No. 1408/71 and its Implementing Regulation No. 574/72 and international agreements on social security concluded by the Czech Republic.

**Organizational units of RSSA
(DSSA/PSSA/Brno MSSA)**

Seal of DSSA/PSSA/Brno MSSA

Application registration number

Case number

☐ **Request is submitted by an employer**

☐ **Request is submitted by an employee**

☐ **Request is submitted by an agent**

Email of the submitter for notifications about the status of the application

I am requesting the determination of legislation applicable due to the performance of a gainful activity during the period

from to

on the territory of ☐ EU/EEA/CH/UK ☐ of the state(s) with which the Czech Republic has concluded an international agreement(s) on social security

On the basis of the information below, I request an assessment of my situation according to the relevant article of the applicable coordination regulations or the international agreement on social security as

☐ **posting**

☐ **simultaneous activities**

☐ **exception**

☐ **other situation**

A. Basic identification of a claimant

Family name Forename Degree Czech birth number

Family name at birth Previous family name

Forename at birth Gender Nationality Birth date

Place of birth Region of birth State of birth

ADDRESS OF RESIDENCE - MAY NOT BE THE SAME AS PERMANENT ADDRESS OF STAY

Name of the building Street Building evidence number Municipality

Region Postal Code State

Phone number Data box Email

Health insurance fund in the Czech Republic

B. Contact address (if different from residence address)

Name of the building Street Building evidence number Municipality

Region Postal Code State

C. Address of stay

Name of the building Street Building evidence number Municipality

Region Postal Code State

D. The claimant pursues gainful activity in the territory of these states for the period indicated in the application (the Czech Republic must be also indicated, if it corresponds to the facts)

- | | | | | | |
|------------------------------------|--------------------------------------|---|---|---|---|
| <input type="checkbox"/> Albania | <input type="checkbox"/> Australia | <input type="checkbox"/> Belgium | <input type="checkbox"/> Belarus | <input type="checkbox"/> Bosnia and Herzegovina | <input type="checkbox"/> Bulgaria |
| <input type="checkbox"/> Chile | <input type="checkbox"/> Croatia | <input type="checkbox"/> Montenegro | <input type="checkbox"/> Czech Republic | <input type="checkbox"/> Denmark | <input type="checkbox"/> Estonia |
| <input type="checkbox"/> Finland | <input type="checkbox"/> France | <input type="checkbox"/> India | <input type="checkbox"/> Ireland | <input type="checkbox"/> Iceland | <input type="checkbox"/> Italy |
| <input type="checkbox"/> Israel | <input type="checkbox"/> Japan | <input type="checkbox"/> Canada | <input type="checkbox"/> Korea | <input type="checkbox"/> Cyprus | <input type="checkbox"/> Lichtenstein |
| <input type="checkbox"/> Lithuania | <input type="checkbox"/> Latvia | <input type="checkbox"/> Luxembourg | <input type="checkbox"/> Malta | <input type="checkbox"/> Hungary | <input type="checkbox"/> Moldova |
| <input type="checkbox"/> Mongolia | <input type="checkbox"/> Netherlands | <input type="checkbox"/> Norway | <input type="checkbox"/> Germany | <input type="checkbox"/> Poland | <input type="checkbox"/> Portugal |
| <input type="checkbox"/> Québec | <input type="checkbox"/> Austria | <input type="checkbox"/> Romania | <input type="checkbox"/> Russia | <input type="checkbox"/> Greece | <input type="checkbox"/> North Macedonia |
| <input type="checkbox"/> Slovakia | <input type="checkbox"/> Slovenia | <input type="checkbox"/> United States of America | <input type="checkbox"/> Serbia | <input type="checkbox"/> Syria | <input type="checkbox"/> Spain |
| <input type="checkbox"/> Sweden | <input type="checkbox"/> Switzerland | <input type="checkbox"/> Tunisia | <input type="checkbox"/> Turkey | <input type="checkbox"/> Ukraine | <input type="checkbox"/> Great Britain and Northern Ireland |

E. Information about the employer in the Czech Republic – employer No.

The claimant has an employer in the Czech Republic

☐ Yes☐ No

☐ The application is submitted by this employer or this employer's agent

Employer's name

Identification number

Tax number

Variable symbol

☐ Employer does not have a variable symbol

Name of the building

Street

Building evidence number

Municipality

Region

Postal Code

Family name and forename of the employer's contact person

Phone number

Data box of the employer

Email

Employer is a labour agency

☐ Yes☐ No

Employer is economically active in the CR

☐ Yes☐ No

Total number of employees of the employer

Of these, number currently working abroad

Employment period

from

to

☐ Indefinite period

Type of employment

☐ employment relationship

☐ agreement to perform work

☐ agreement to complete a job

☐ limited company authorised executive/partner

☐ member of the collective body of a legal entity

☐ other (specify)

While working abroad

☐ the employment relationship in the Czech Republic will be terminated

☐ the employment relationship in the Czech Republic continues

☐ unpaid leave is being negotiated in the Czech Republic

For this employment in the Czech Republic, the applicant is insured

a) for sickness insurance

☐ Yes☐ No

Insured from

b) for pension insurance

☐ Yes☐ No

Insured from

c) for health insurance

☐ Yes☐ No

Insured from

The employee is covered by legislation of the posting state one month before the posting

☐ Yes☐ No

F. Information about activity in the Czech Republic - activity No.The claimant pursues an activity as an employee in the Czech Republic ☐ Yes☐ No**PLACE OF WORK IN THE CZECH REPUBLIC**☐ Same as in the previous section

Full name of the undertaking

Name of the building

Street

Building evidence number

Municipality

Region

Postal Code

Period of activity pursued in the Czech Republic from to ☐ Indefinite period

The claimant has a status

☐

employee

☐

civil servant

☐

international transport worker

☐

contract staff of the EC

☐

sailor

Vessel name

Flag state

☐

flight or cabin crew member

Name of home base airport

Town of home base airport

State of home base airport

G. Information about the employer abroad - employer No.

The claimant has an employer abroad

☐ Yes☐ No☐ The application is submitted by this employer or this employer's agent

Employer's name

Identification number

Tax number

Variable symbol

☐

Employer does not have a variable symbol

Name of the building

Street

Building evidence number

Municipality

Region

Postal Code

State

Family name and forename of the employer's contact person

Phone number

Data box of the employer

Email

The employer is a subsidiary or branch of the employer in the Czech Republic listed in section E.

☐ Yes☐ No

Employment period

from

to

☐ Indefinite period

Type of employment

☐

employment relationship

☐

agreement to perform work

☐

agreement to complete a job

☐

limited company authorised executive/partner

☐

member of the collective body of a legal entity

☐

other (specify)

H. Information about activity abroad - activity No.The claimant pursues an activity as an employee abroad ☐ Yes☐ No

Period of activity pursued abroad

from

to

☐ Indefinite period

The claimant has a status when pursuing an activity abroad

☐ employee☐ civil servant☐ international transport worker☐ contract staff of the EC☐ sailor

Vessel name

Flag state

Name of home base airport

Town of home base airport

State of home base airport

☐ flight or cabin crew member

The claimant pursues an activity abroad for the Czech employer

☐ Yes☐ No**PLACE OF WORK ABROAD**☐ The claimant does not have a permanent place of work in the state/s of his/her activity☐ Same as in the previous section

Full name of the company/in the case of a natural person, forename and family name/ship name

Name of the building

Street

Building evidence number

Municipality

Region

Postal Code

State

The claimant enters into an employment relationship with a foreign entity

☐ Yes☐ No

The claimant replaces another posted worker

☐ Yes☐ No

Activity of the claimant abroad is within the whole period managed by

☐ by the employer in the Czech Republic☐ by the foreign entity☐ by both of them**I. Share of the activities**

WORKING TIME of the claimant during the period stated in the request is divided as follows

 %

in the Czech Republic

 %

in (fill in the state)

 %

in (fill in the state)

 %

in (fill in the state)

100%

TOTAL

During the period stated in the request, the claimant is REMUNERATED for his/her activities in the Czech Republic and abroad as follows

 %

from the Czech Republic

 %

from (fill in the state)

 %

from (fill in the state)

 %

from (fill in the state)

100%

TOTAL

The claimant pursues marginal activity/ies in the territory of the Member States

☐ Yes☐ No

Enter Member State/States

J. Information about previous activities abroad

The claimant has pursued an activity abroad in the past ☐ Yes ☐ No

PLACE OF PREVIOUS ACTIVITY ABROAD

Full name of the company/in the case of a natural person, forename and family name/ship name

Name of the building	Street	Building evidence number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Municipality	Region	Postal Code	State
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

In period from to

Status ☐ employee ☐ self-employed person ☐ civil servant ☐ sailor ☐ flight or cabin crew member ☐ contract staff of the EC

K. Information about periods of insurance abroad

The claimant was/is covered by social security insurance scheme of other state ☐ Yes ☐ No

Insured during the period from to

The claimant received/receives benefits (both in cash and in kind) from a foreign social security system ☐ Yes ☐ No

He/she received/receives benefits during the period from to

Foreign insurance number	Name of foreign institution	State
<input type="text"/>	<input type="text"/>	<input type="text"/>

Sector ☐ all ☐ pensions ☐ sickness ☐ family benefits ☐ unemployment benefits ☐ recovery ☐ work accident and occupational disease

Name of the building	Street	Building evidence number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Municipality	Region	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

The claimant has been issued a certificate on legislation applicable by a foreign institution in relation to the period of this application ☐ Yes ☐ No

For the period from to

L. Grounds for a request for exception

The applicant will state the reasons for granting an exception under Article 16 of Regulation (EC) No 883/2004, Article 17 of Regulation (EEC) No 1408/71 or under the relevant provisions of international social security agreements concluded by the Czech Republic.

M. Request for exception under the Framework Agreement on application of Article 16(1) of Regulation (EC) No. 883/2004 in cases of Regulation (EC) No. 883/2004 in cases of habitual cross-border telework

Employee and employer apply for the exception acc. to the Framework Agreement ☐ Yes ☐ No

Telework is pursued in a Member State other than the employer's place of business, usually from home in the country of residence ☐ Yes ☐ No

During the pursuance of telework, the employee remains connected to the employer's work environment using information technology ☐ Yes ☐ No

In the state in which telework is pursued, other gainful activity is also pursued ☐ Yes ☐ No

The employer for whom the telework is performed

☐ Same as section E.

Telework is pursued in the scope

% working time in (fill in the state)

N. Classification of economic activities (CZ-NACE)

The field of activity pursued by the employer according to the CZ-NACE classification

- | | |
|---|--|
| <input type="checkbox"/> A - Agriculture, forestry and fishing | <input type="checkbox"/> B - Mining and quarrying |
| <input type="checkbox"/> C - Manufacturing | <input type="checkbox"/> D - Electricity, gas, steam and air conditioning supply |
| <input type="checkbox"/> E - Water supply; sewerage, waste management and remediation activities | <input type="checkbox"/> F - Construction |
| <input type="checkbox"/> G - Wholesale and retail trade; repair of motor vehicles and motorcycles | <input type="checkbox"/> H - Transportation and storage |
| <input type="checkbox"/> H - Freight transport by road | <input type="checkbox"/> I - Accommodation and food service activities |
| <input type="checkbox"/> J - Information and communication | <input type="checkbox"/> J - Computer programming, consultancy and related activities |
| <input type="checkbox"/> J - Data processing, hosting and related activities; web portals | <input type="checkbox"/> K - Financial and insurance activities |
| <input type="checkbox"/> L - Real estate activities | <input type="checkbox"/> M - Professional, scientific and technical activities |
| <input type="checkbox"/> N - Administrative and support service activities | <input type="checkbox"/> N - Temporary employment agency activities |
| <input type="checkbox"/> O - Public administration and defence; compulsory social security | <input type="checkbox"/> P - Education |
| <input type="checkbox"/> Q - Human health and social work activities | <input type="checkbox"/> R - Arts, entertainment and recreation |
| <input type="checkbox"/> S - Other service activities | <input type="checkbox"/> T - Activities of households as employers; undifferentiated goods and services producing activities of households for own use |
| <input type="checkbox"/> U - Activities of extraterritorial organisations and bodies | |

O. Declaration of a third-country national

I declare that I have a valid residence permit for the Czech Republic

☐ Yes

for the period from

to

☐ No

I take note that when performing activities in a state/states of performing activities, I must fulfil the condition of legal residence.

P. Additional information

Q. Information about an agent

The agent is ☐ Natural person

Family name Forename Czech birth number

Identification number Data box ☐ The agent does not have a DB

Phone number Email

Name of the building Street Building evidence number

Municipality Region Postal Code State

The agent is ☐ Legal person

Name

Identification number State which issued the ID

Data box ☐ The agent does not have a DB

Name of the building Street Building evidence number

Municipality Region Postal Code State

R. Declaration

I hereby declare that the information provided in this application and all attached documents is complete and true and that in the event of a change to the above information, I will notify the relevant DSSA/PSSA/Brno MSSA/CSSA. I am aware that the provision of false or incomplete information may lead to a change in the applicable social security legislation with all the consequences (including the cancellation of the certificate on applicable legislation) with retroactive effect.

In place Date
Signature of the claimant/agent

.....
Confirmation by the competent employer's representative /
agent of the employer

DSSA/PSSA/Brno MSSA in verified at (date)
Name, Family name and Official's signature for
DSSA/PSSA/Brno MSSA

Attachments:

- 1. Employment contract(s), including changes and additions relevant to the submitted application (if DSSA/PSSA/MSSA Brno has not have them available already).**
- 2. Certificate on applicable legislation, if issued to the applicant by a foreign institution, in relation to the period of this application.**
- 3. Contractual documents on the basis of which the applicant pursues activity in the Czech Republic and abroad (depending on the specific situation).**

This application serves to fulfil the notification obligation of the employer pursuant to Article 15 of Regulation (EC) No. 987/2009 and to fulfil the notification obligation of a person residing in the territory of the Czech Republic pursuing activities in the territory of two or more Member States pursuant to Article 16(1) of Regulation (EC) No. 987/2009 and Article 104(3) of Act No. 187/2006 Coll., as amended.

DSSA/PSSA/Brno MSSA/CSSA requests and processes personal data in accordance with legal regulations for the protection of personal data and only for legitimate purposes. More information can be found at <https://www.cssz.cz/web/cz/gdpr-informace-o-zpracovani-osobnich-udaju>.