

Business activities - information for foreigners (foreign natural persons)

Trade Act is a basic regulation that regulates conditions for business activity of natural and legal persons. A foreign person is a natural person who does not have a permanent residence in the territory of the Czech Republic.

Business in Trade is a systematic activity carried out independently under a person's own name, liability with a view of making a profit and under the conditions laid down in the Trade Act.

Trades are divided into:

- a) notifiable
- b) permitted trade

Among notifiable trades belong unqualified, vocational and professional trades, whose right to carry on trade begins by notification of the trade with the Trade Licence Office. At permitted trades it begins by granting the Trade Permit. These proceedings are chargeable.

A businessman, possibly his agent, must comply with general conditions (always full legal capacity to act and being without criminal records) and special conditions (professional competence) of carrying on trade. These conditions are laid down by law and it is always advisable to ask for information about them at the Office.

Notification of a trade or application for Trade Permit are filed with any municipal Trade Licence Office within the territory of the Czech Republic on an appropriate form. The form can be filled in electronically at the office with an officer of the Trade Licence Office. If you live in the surroundings of Karlovy Vary, you can contact:

Municipal Authority of Karlovy Vary
Municipal Trade Licence Office
U Spořitelny 2

For notification of a trade or application for the Trade Permit a natural person, possibly an appointed agent, submits these documents:

- Statement of criminal records or an equal document issued by an appropriate court or administrative body of a state of which the person is a citizen. A citizen of an EU member state can submit this document from a place of the last residence. The document must not be older than 3 months and must be translated into Czech language.
- A document proving professional competence of a businessman or an agent (e.g. vocational certificate, secondary school-leaving certificate (GCSE), university degree, certificate, certificate of practical training, etc.) It does not apply to an unqualified trade.
- A document proving a legal reason for using the premises where the seat is located.
- Statement of an agent, if appointed, that he agrees with the appointment to the office; the signature on the statement must be verified unless the agent makes the statement personally before the Trade Licence Office..
- A certificate of payment of the administrative charge (1000,- CZK at commencement of the business, 500,- CZK at notification of another trade). Mere addition of a branch of the unqualified trade is free of charge.

A foreign natural person who is not a citizen of an EU member state, **must have a residence permit in the territory of the Czech Republic.**

The issue of business is very complicated and is subject to Czech and international law. To make the proceedings at the Office faster we recommend you to take an interpreter with you, alternatively a person who can speak Czech language properly. The official language for dealings at authorities in the Czech Republic is always Czech language.

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