

INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR ESTABLISHING THE RESIDENT STATUS BASED ON THE PERSONAL INCOME TAX ACT (ZDOH-2) – ARRIVAL IN THE REPUBLIC OF SLOVENIA

I. ENTERING DATA ABOUT AN INDIVIDUAL

The taxable persons enter their personal data: name, tax number, residence details in the Republic of Slovenia (RS), email address and telephone number, address abroad prior to arrival in Slovenia, date of arrival in Slovenia (dd.mm.YYYY), and the expected duration of stay in Slovenia. At the same time, he/she enters the period (date) to which the application for obtaining resident status in Slovenia for tax purposes refers, or marks that the application refers to a period when the conditions for resident status in Slovenia for tax purposes are met.

II. ENTERING DATA ON THE REASONS FOR COMING TO THE REPUBLIC OF SLOVENIA OR THE REASONS FOR STAYING IN THE REPUBLIC OF SLOVENIA (RS)

The taxable persons mark the appropriate statement with (x) in the boxes and thereby identify their reason for residing in Slovenia. At the same time, they provide the necessary required information.

Point 1, 2, or 3 of paragraph one of Article 7 of the ZDoh-2 means that it meets one of the following conditions:

- works as a person with diplomatic or consular status in Slovenia at a diplomatic mission, consulate, or international mission of a group of foreign countries or a foreign country, or is the spouse or dependent family member of such a person and resides with that person, if not a Slovene citizen;
- would be considered residents solely for the purpose of working as officials, experts, or employees of an international organization, if they are not a Slovene citizen;
- such person would become a resident only because of work:
 - a) in a diplomatic representation, consulate or international mission of a foreign country in Slovenia as a public employee in a technical or administrative function without diplomatic or consular status and is not a Slovene citizen;
 - b) as an employee of a foreign country in Slovenia in a capacity that is not diplomatic, consular, or international, provided that such foreign country does not consider a similar employee of the Republic of Slovenia as its resident based on reciprocity;
 - c) as an employee in the institutions of the European Communities, the European Central Bank, or the European Investment Bank, in Slovenia.

III. STATEMENT ABOUT MARITAL STATUS

The taxable person should appropriately mark with (x) in the boxes before the statements to define their marital status (whether they are single without children, single with children, married, or in a cohabiting relationship without children, or married or in a cohabiting relationship with children). If the taxable person is married, in a cohabiting relationship, and/or has children, they should mark (x) the country of residence of their partner/children.

IV. LINKS IN THE REPUBLIC OF SLOVENIA (RS) AND ABROAD

The taxable persons mark with an (x) in the boxes before the text the appropriate statement regarding the country where their centre of personal and economic interests is located. If personal and/or economic interests are abroad, they specify the country. At the same time, they indicate in which country their usual residence is.

V. OTHER DATA

The taxable persons provide other data that they believe may assist the tax authority in determining their resident status in the Republic of Slovenia (e.g., that they have previously left Slovenia and are returning; have a Slovenian/foreign passport and driver's license; are owners of real estate or movable property in Slovenia/abroad; have a bank account open or other investments in Slovenia/abroad, etc.).

VI. ATTACHMENTS

The taxable persons state the documents or evidence that they attach to their application, whereby the taxable persons are required to provide evidence for their statements (a copy of the single residence and/or work permit in the Republic of Slovenia, a copy of the certificate of registered residence in the Republic of Slovenia, a copy of the lease agreement, a copy of the work permit, a copy of the employment contract) and, at the request of the tax authority, to submit also additional evidence or provide additional explanations (e.g., evidence of the partner's/children's place (address) of residence).