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Republic of Latvia

Cabinet

Regulation No. 515

Adopted 12 September 2023

Price List of the Paid Services of the Office of Citizenship and Migration Affairs

*Issued pursuant to Section 5, Paragraph nine
of the Law on Budget and Financial Management*

1. This Regulation prescribes the price list of the paid services of the Office of Citizenship and Migration Affairs.
2. The Office of Citizenship and Migration Affairs shall provide paid services in accordance with the price list (Annex).
3. Fee for a paid service of the Office of Citizenship and Migration Affairs shall be paid into the basic budget account opened with the Treasury by the Office of Citizenship and Migration Affairs.
4. Cabinet Regulation No. 562 of 19 September 2017, Price List of the Paid Services of the Office of Citizenship and Migration Affairs (*Latvijas Vēstnesis*, 2017, No. 188), is repealed.

Prime Minister, Acting for the Minister for Foreign Affairs A. K. Kariņš

Minister for the Interior M. Kučinskis

Annex

Cabinet Regulation No. 515

12 September 2023

Price List of the Paid Services of the Office of Citizenship and Migration Affairs

No.	Type of paid service	Unit of measurement	Price without VAT (EUR)	VAT 21 % (EUR)	Price including VAT (EUR)
1.	Preparation of a statement (except for information from the Register of Natural Persons) if special data preparation methods and selection criteria need to be used for its preparation ¹				
1.1.	within five working days for one person	1 statement	7.85	1.65	9.50
1.2.	Within one working day for one person if additional processing is not necessary for the preparation of data	1 statement	15.70	3.30	19.00
	Development and operation of software if special data preparation methods and selection				

2.	criteria are used in the information systems of the Office of Citizenship and Migration Affairs (hereinafter - the Office) for personal data processing	1 man-hour	82.65	17.35	100.00
3.	Sending of a letter prepared by a person to the indicated addressee (addressee to be searched) if the Office does not have legal grounds to issue information from the Register of Natural Persons				
3.1.	sending of a letter to the indicated addressee (addressee to be searched) by post (excluding postal charges) ²	1 item	7.58	1.59	9.17
3.2.	sending of a letter prepared electronically to the indicated addressee (addressee to be searched) to the official electronic address if such has been activated for the indicated addressee (addressee to be searched)	1 item	6.72	1.41	8.13
4.	Use of the technical connection of the online data transmission system of the information systems of the Office				
4.1.	configuration of the technical connection of an operational or test database for a client who uses the intersystem interface (initial configuration)	1 user	247.93	52.07	300.00
4.2.	configuration of the technical connection of an operational or test database for a client who uses the browsing system (application) (initial configuration)	1 request	83.10	17.45	100.55
4.3.	provision of a new user connection for an existing client of the online data transmission system who uses the browsing system (application)	1 user	24.47	5.14	29.61
4.4.	unlocking of an existing user account without the issuing of new access details for a client who uses the browsing system (application)	1 user	16.60	3.49	20.09
4.5.	unlocking of an existing user account with the issuing of new access details for a client who uses the browsing system (application)	1 user	21.98	4.62	26.60
4.6.	restoration of the technical connection for a client who uses the intersystem interface	1 user	130.28	27.36	157.64
4.7.	change or adding of the Internet protocol address authorised for the user (existing client)	1 user	15.92	3.34	19.26
4.8.	changes in the available amount of data for a client who uses the browsing system (application)	1 user	45.68	9.59	55.27
4.9.	changes in the available amount of data for a client who uses the intersystem interface	1 user	151.26	31.76	183.02
5.	Subscription to the online data transmission system of the information systems of the Office (regardless of the number of processed entries of the person)				
5.1.	for a client who uses the browsing system (application) if 0-10 users are registered in the system	month	83.11	17.45	100.56
5.2.	for a client who uses the browsing system (application) for each next user (in addition to the fee indicated in Sub-paragraph 5.1)	month	45.89	9.64	55.53
6.	Subscription to the information systems of the Office for intersystem interface users if an intersystem solution is used for the receipt of information (according to the number of the processed entries of the person)				
6.1.	0-100 000 persons	month	128.21	26.92	155.13
6.2.	100 001 and more persons	month	248.12	52.11	300.23
7.	Subscription to the testing environment of the online data transmission system of the information systems of the Office (regardless of the number of processed entries of the person)	month	83.84	17.61	101.45
8.	Subscription to the service for the monitoring of the data of the Register of Natural Persons				
8.1.	1-100 000 persons	month	98.52	20.69	119.21
8.2.	100 001 and more persons	month	180.81	37.97	218.78

9.	Issuance of the standard software for the correctness verification module of the personal identify number indicated in the Register of Natural Persons (JavaScript or .NET)	1 module	231.99	48.72	280.71
10.	Preparation of a printout of the audit result of the software of the online data transmission system of the information systems of the Office ¹	1 user	23.41	4.91	28.32
11.	Preparation of information on the number of persons at an address (building) at the moment when the information is provided if special data preparation methods and selection criteria need to be used for its preparation ¹				
11.1.	if information on 1-10 addresses is requested	1 statement	8.56	1.79	10.35
11.2.	if information on 11-100 addresses is requested	1 statement	39.80	8.36	48.16
11.3.	if information on 101 and more addresses is requested	1 statement	86.80	18.23	105.03
12.	Sending of a statement, certification, printout of personal data, multilingual standard form ³ , derivative of a document (copy), statistical information, or printout of the audit result of the system software prepared by the Office (excluding postal charges) ²	1 item	5.82	1.22	7.04
13.	Preparation and issuing of a multilingual standard form ³ (information from the Register of Natural Persons) ^{1, 4}	1 form	9.54	0.00	9.54
14.	Making of black-and-white copies (A4 format)	1 page	0.45	0.09	0.54
15.	Issuing of the publication <i>J. Taurēns, Latvijas vēstures pamatjautājumi. Valsts konstitucionālie principi</i> [J.Taurēns, Fundamentals of Latvian History. The Constitutional Principles of the State]	1 copy	4.44	0.93	5.37
16.	Issuing of the copies of the documents submitted to the Office ¹				
16.1.	issuing of a certified derivative of a document (copy)	1 page	5.08	1.07	6.15
16.2.	issuing of an uncertified derivative of a document (copy)	1 page	4.18	0.88	5.06

Notes.

¹ The service is provided electronically (to the official electronic address or electronic mail) or in paper form. The service referred to in Paragraph 12 of the price list is applied to the preparation of the item for delivery by post.

² In addition, fee for delivery of the item to the addressee is collected according to the postal service tariffs in effect on the day of sending.

³ The multilingual standard form is issued and attached to information from the Register of Natural Persons in accordance with Regulation (EU) 2016/1191 of the European Parliament and of the Council of 6 July 2016 on promoting the free movement of citizens by simplifying the requirements for presenting certain public documents in the European Union and amending Regulation (EU) No 1024/2012.

⁴ Value added tax shall not be imposed in accordance with Section 3, Paragraph eight of the Value Added Tax Law.

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