

Registration in a permanent voting district

Service Sheet

Registration in a permanent voting district

Rzeszów Municipal Office

1. Documents required to handle the case

The Application of a party to be registered in a permanent voting district in the area of the city of Rzeszów, Written Declaration Containing Information Required to be Registered in a Permanent Voting District, Declaration

2. Online application submission

Yes

3. Fees

The stamp duty is not collected.

4. Place of submission of documents

Contact and Civil Affairs Centre, ul. Okrzei 1, ground floor, room 14-15, tel. 17 788 99 00.

5. Manner of and deadline for handling the case

Within 5 days. The case is decided as an administrative decision.

6. Appeal procedure

A party may lodge a complaint against a decision refusing registration in a permanent voting district with the District Court in Rzeszów through the President of the City of Rzeszów within 3 days of the decision's receipt.

7. Legal basis

Article 19 of the Act of 5 January 2011 - Electoral Code.

8. Notes

Voters registered for permanent residence in Rzeszów are registered ex officio in the permanent voting district of the Rzeszów Municipal Office.

Voters who reside in the area of Rzeszów without being registered for permanent residence may be registered in a permanent voting district only upon their own request.

Voters who permanently reside in Rzeszów at an address other than their address of permanent residence in Rzeszów and voters who do not reside anywhere but are staying in the area of Rzeszów may be registered in the permanent voting district at their address of residence.

A voter can only be registered for one permanent voting district.

Processing of personal data of applicants to the Contact and Civil Affairs Centre of the Rzeszów Municipal Office

In accordance with Article 13 of the General Data Protection Regulation of 27 April 2016 (Official Journal of the EU, L 119 of 4 May 2016), I hereby inform that:

1. The administrator of your personal data is the Municipality of the City of Rzeszów, ul. Grunwaldzka 38, 35-070 Rzeszów
2. The Data Protection Officer, e-mail: iod@rzeszow.pl, tel. 17 748 44 99

3. Your personal data will be processed for the purpose of providing you with data from the electoral register, based on the legal provisions listed in item 7

4. The recipients of your personal data will only include entities authorised to obtain personal data based on the rules of law.

5. Your personal data will be kept for the time set out in the rules of law, in accordance with the office instructions.

6. You have the right to request the Administrator to provide access, rectify or restrict the processing of your personal data.

7. You have the right to lodge a complaint with the President of the Personal Data Protection Office.

8. The provision of personal data is voluntary, but necessary to safeguard your and the Administrator's interests in the event of complaint proceedings or assertion of claim and to assess the quality of services.