

ADVICE

A payer who is a legal entity or an individual operating a business shall pay the TV licence fee as a multiple determined by the converted number of employees (full-time equivalent) employed under an employment relationship:

<u>Number of employees</u>	<u>Fee multiple</u>
0-24	0
25-49	5
50-99	10
100-199	20
200-249	30
250-499	70
500 and more	100

A legal entity or an individual operating a business who rents out means of transport equipped with a TV receiver as accessories shall, in addition, pay the TV licence fee for each such means of transport.

A TV receiver is defined as any device technically capable of receiving a TV signal, regardless of the method of reception (e.g. a television set, tablet or mobile phone).

Contact details:

Czech Television – televizní poplatky
Kavčí hory
140 70 Prague 4
Phone: 261 133 885
Email: poplatky@ceskatelevize.cz
www.ceskatelevize.cz/poplatky

The monthly amount of the TV licence fee is laid down by law. The fee is payable by the 15th day of the first month of each calendar quarter.

Due dates:

1 st quarter	-	by 15 January
2 nd quarter	-	by 15 April
3 rd quarter	-	by 15 July
4 th quarter	-	by 15 October

If a legal entity becomes a payer, or if a payer's employee band changes during a calendar quarter, the TV licence fee shall be paid at a monthly rate from the calendar month following the month in which the entity became a payer or the employee band changed, until the end of that quarter, and shall be due no later than the 15th day of the relevant calendar month.

The TV licence fee is paid to Czech Television account No. 8029-1800060583 / 0300 using the variable symbol assigned by Czech Television after registration.

The payer shall be obliged to notify Czech Television of any and all changes related to the payer's registration, in particular any change in the number of employees employed under an employment relationship, within 15 days from the date such changes arise. This notification duty and time limit shall also apply to deregistration.

INFORMATION ON THE PROCESSING OF PERSONAL DATA

The controller of personal data of TV licence fee payers is Czech Television, with its registered office at Na Hřebenech II 1132/4, 140 70 Prague 4.

Czech Television processes the personal data recorded in the register of payers in accordance with generally binding legal regulations, in particular the General Data Protection Regulation (GDPR), in a manner ensuring appropriate security, and does not use such data for purposes other than those specified.

The purpose of the processing of personal data is to maintain the register of TV licence fee payers pursuant to Act No. 348/2005 Coll., on Radio and Television Fees, as amended, and to fulfil other obligations applicable to Czech Television as the controller pursuant to Act No. 499/2004 Coll., on Archives and Records Management, as amended, Act No. 563/1991 Coll., on Accounting, as amended, and Act No. 370/2017 Coll., on Payment Services, as amended. The legal basis for processing mandatory personal data is compliance with a legal obligation to which the controller

is subject. In the case of optional personal data, the legal basis is the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

Personal data are processed for the duration of the fee obligation and for a period of 10 years after its termination. Recipients of personal data may include public authorities, Czech Radio, attorneys-at-law, enforcement officers, notaries, entities providing IT services, payment gateway providers, and personal data processors engaged by Czech Television in connection with the processing of personal data.

Under the General Data Protection Regulation (GDPR), the data subject has the right to request from Czech Television access to their personal data, rectification or erasure of personal data, restriction of processing, as well as the right, in accordance with Article 21 of the GDPR, to object to the processing of optional personal data relating to the data subject, and the right to data portability. Requests and objections may be submitted in writing to the address of Czech Television stated above, by data message, or by e-mail at: osobniudaje@ceskatelevize.cz.

In case of any doubts regarding compliance with obligations related to the processing of personal data, you may contact Czech Television at any time at osobniudaje@ceskatelevize.cz, and you may also lodge a complaint with the Office for Personal Data Protection, with its registered office at pplk. Sochora 27, Prague 7, Postal Code 170 00.

For more information visit: <https://poplatky.ceskatelevize.cz/gdpr>.

INSTRUCTIONS FOR FILLING IN THE FORM

A. Registration

Please tick the "Register" option at the beginning of the form and complete all sections except for section 5. Do not fill in the variable symbol in section 1. After you send the completed form, Czech Television will inform you about the assigned variable symbol (VS) for the payment of the TV licence fee and the date from which it is to be paid. Where a legal entity or an individual operating a business has a business establishment, they will provide information on the establishment in section 4. If the payer has more than one establishment, they must fill in a separate TV Licence Payer Form for each establishment.

B. Change

Please tick the "Change" option at the beginning of the form and complete sections 1 and 6. In sections 2, 3 and 4, fill in only the data fields that have changed. After you send the completed form to Czech Television, the changes in the data will be entered into the register as of the date of receipt of the form by Czech Television, with effect from the following month.

C. Deregistration

Please tick the "Deregister" option at the beginning of the form and complete sections 1, 2, 5 and 6. Do not fill in sections 3 and 4. The payer is still required to pay the TV licence fee for the month in which the deregistration was announced.