

## Organizational structure

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The Organisational and Citizens' Affairs Department (OCAD)

tel. (25) 7879105

Rooms No 1, 2, 9, 10

- office service
- the City and Commune Council service
- administration and human resources
- administration and business
- secretarial service
- real estate numbering
- population register
- education, culture, tourism, health, sport
- issuing permits for the sale of alcohol

The Financial Department (FN)

tel. (25) 7879054

Rooms No nr 3, 7, 8

- tax accounting
- budget accounting
- taxes, fees and stamp duty
- VAT and payroll settlements

The Economic Development Department (RG)

tel.(25) 7879105

Rooms No 1, 2, 4, 9

- sale and lease of communal property
- division of real estate
- agriculture, forestry, hunting and water management
- environmental protection and waste management
- spatial planning
- public procurement
- housing
- business activity
- maintenance of roads, squares and pavements
- municipal investments
- civil defence

The Registry Office

tel.(25) 7879105 ext. 110

Room No 6

- births, marriages and deaths
- identity cards

FOREIGNER'S REGISTRATION FOR PERMANENT OR TEMPORARY RESIDENCE

DOCUMENTS' SUBMISSION:

The Organisational and Citizens' Affairs Department

Room No 2

tel. (25) 7879105

Office hours: Monday-Friday 8:00-16:00

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