

**CHECKLIST - PLEASE READ CAREFULLY
ACQUISITION OF CZECH CITIZENSHIP BY A DECLARATION
FORMER CZECHOSLOVAK / CZECH CITIZENS,
THEIR CHILDREN AND GRANDCHILDREN**

If the forms and supporting documents received are incomplete, processing will not begin and original documents will be returned.

FORMS

- One of the following form
 - ✓ [Prohlášení dle § 31 odst. 1 a 2 \(PDF, 69 KB\)](#) - Declaration according to the Article 31/1
 - ✓ [Prohlášení dle § 31 odstavec 3 \(PDF, 210 KB\)](#) - Declaration according to the Article 31/3.
 - ✓ [Prohlášení dle § 31 odstavec 5 \(PDF, 214 KB\)](#) - Declaration according to the Article 31/5.

AND ALWAYS

- [Prohlášení o nenabytí občanství Slovenské republiky \(PDF, 197 KB\)](#) - Declaration of non-acquisition of citizenship of the Slovak Republic

The Embassy or any Czech honorary consulate should attest signatures on the forms.

DOCUMENTS

- Copy of valid ID (US driving license or passport) of the applicant
- Applicant's birth certificate
- Applicant's marriage certificate
- Divorce documents, if applicable
- For application according the article 31/3 and/or 31/5 ancestors birth certificates and marriage certificates
- US naturalization certificate of yourself or your Czechoslovak / Czech ancestors
- Family Tree Form
- Plain (non-attested) copies of old Czechoslovak / Czech documents
- Consular fee ([item 159b of the fee schedule](#))
- Pre-paid envelope with your address and sufficient stamp
- Contact details of the applicant (use page 3 of the Family Tree Form)

US birth certificates and marriage licenses need to be authenticated with an [apostille](#) and officially translated to the Czech language by a [Czech court translator](#). **The same rule also applies to a US Certificate of Naturalization.**

To obtain an apostille on a Certificate of Naturalization please contact the U.S. Department of State, [Authentication Office](#).

GENERALLY, YOU DO NOT NEED

- Birth certificates of your parents and their marriage certificate if you left the territory of the Czech Republic as an adult person.
- Birth certificates and marriage certificates of your grandparents if your respective parent left the Czechoslovak/Czech territory as an adult person.
- Birth certificates and marriage certificates of your grandparents who are surely not of the Czechoslovak/Czech origin.

Anyway, plain (non-attested) copies of the above-mentioned documents might be useful. It concerns especially old Czechoslovak/Czech documents.

In individual cases, however, consular officer can ask you to provide originals of these documents or any additional documentation.

USEFUL LINKS

[Translation services](#)

[Seeking a court interpreter or translator?](#)

[Do you need a lawyer?](#)

[Acquisition of Czech Citizenship by a Declaration](#)

HOW TO SUBMIT A COMPLETE APPLICATION FILE

[Which consular office in the U.S. should I contact?](#)

The Embassy is accepting applications from residents of AL, AR, DC, FL, GA, LA, KY, MD, MS, NC, OH, OK, SC, TN, TX, VA, WV, Puerto Rico

In person

Please make an appointment at passport.washington@mzv.cz.

Our opening hours for public: Mon - Fri: 8:30am - 11:30am

By regular mail

Our mailing address is

EMBASSY OF THE CZECH REPUBLIC
CONSULAR SECTION - CITIZENSHIP
3900 SPRING OF FREEDOM ST NW
WASHINGTON DC **20008-3803**

If you mail your application, please enclose a [Money order](#) to pay the consular fee.

We would also appreciate receiving a certified pre-paid envelope with a sufficient stamp or an already pre-paid label (certified mail with a tracking number).

We recommend using [USPS Priority Flat Rate Envelope – EP14F](#) together with [USPS Tracking # - Label 400](#) and sufficient stamp.