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# Ministry of Labour, Social Affairs and Family of the Slovak Republic

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## Applying for the allowance

Claimants claim the parental allowance by submitting a written application or an [electronic application containing their advanced electronic signature](#) to the local office of Labour, social affairs and family where they are permanently or temporarily resident (only for non-nationals).

An application for the parental allowance contains the given name, surname, date of birth, personal identification number, if assigned, and the address of the claimant looking after the child for whom the parental allowance is being claimed. At the payer's request, the claimant provides other details necessary for the claim to the parental allowance to proceed.

**If a child has been born outside Slovakia** and has not been issued with a birth certificate under a special regulation at the time the application for the parental allowance is made, an official translation of the child's birth certificate or other similar proof of the child's birth issued in the country of birth is attached to the written application by the claimant.

At the payer's request, the claimant provides other details necessary for the claim to the parental allowance to proceed. The payer may process personal data only for the purposes of the parental allowance.

Application forms are available at offices of Labour, social affairs and family. Alternatively, you can [print one here](#).