**35 Duties of accommodation provider**

An accommodation provider pursuant to an Act on Residence of Foreigners is a legal entity or natural person – entrepreneur who provides accommodation on the basis of a contract on accommodation.

The accommodation provider shall be obliged to

* verify the identity of the foreigner when providing accommodation;
* specify the nationality and date of birth of a foreigner in the book of accommodated guests90);
* ensure the official form to report residence of a foreigner is filled in and deliver the form to the police department within five days following the date of accommodation; the delivery may also be made using electronic service established to this end;
* allow the police department to enter all premises of the accommodation facility in order to control fulfilment of the duties set out by this Act.

These forms can be handed over in person at the Foreign Police Department of the Police Force or via a postal delivery service. In the case of using the services of a postal courier, it is necessary that you deliver the consignment containing official forms of reporting the foreigners stay for a postal transport no later than the fifth day after the foreigners accommodation in your accommodation facility in order to maintain the legal deadline; the legal deadline is considered to be adhered if the submission is handed over to a postal transport on the last day of the period.

In case the legal deadline (five days) is not adhered, as an accommodation provider, you are committing an administrative offense in accordance with the relevant provisions of the Act on the Residence of Foreigners, for which the police department may impose a fine of up to 3 300 EUR.