Booking an appointment at the Immigration Office – GUIDE

1. First, visit their website: http://oif.gov.hu/
   If it appears in Hungarian, switch its language to English by clicking ‘English’ on the top menu.

2. Now that the website is set to English, scroll down to ‘APPOINTMENT BOOKING’ and select case category 1 from the dropdown menu.

3. This will automatically redirect you to a new page where you are required to provide some details about your appointment:
   - **Case category:** 1, as already mentioned before
   - **Number of clients:** 1 person, if you are going alone
- other applicable choices if going with your family

**Case type:** Application for substitute/replacement residence permit

**Regional directorate:** Regional Directorate for Budapest and Pest County

First, please select case category from the drop-down list; then the number of clients, case type, and the regional directorate in charge. Next, select the desired date from the calendar, and finally, choose an available time slot.

4. Now, you can select one of the dates, marked with green colour. When you selected it, a list of offices will show up right below the dropdown menus. Scroll down to ‘BUDAPEST, SZEGEDI ÚT 35-37. - BPRIG II. számú Ügyfélszolgálat’ and select a suitable time for yourself. After checking the box next to your timeslot, click ‘Add to cart’.

![Time slot selection](image-url)
5. This will take you back to the top of the page. Click ‘Checkout’.

6. You will be redirected to a new page, where you need to register as a new user.

7. Fill in the contact form below and hit submit! Your phone number should only contain the digits after the country code, so if your number is +36301231234, you should type 301231234. You can leave the ‘State’ gap blank, if you live in Budapest.
8. The submit button will redirect you to the confirmation page. If your details are correct, click the 'Confirm' button! If they are incorrect, clicking the grey cross in the top right corner will take you back to step 5, where you need to hit ‘Checkout’ again to be able to correct your contact details.

9. The ‘Confirm’ button will redirect you to your booking summary page. You can see your order number here. Please take note of the possibility to cancel your booking, if you decide
not to go in the end. (Please save the links somewhere, because you have no other means of retrieving them, once you close this page!)

10. When you book an appointment, be punctual and go there in time! If something comes up, please cancel your booking in time.