

Step 1: Click on “new application” after signing in to your account on enterhungary.gov.hu

To learn about how to register and sign in, please follow [this guide](#).

The screenshot shows the top navigation bar with the 'Enter Hungary' logo and a UK flag. Below it is a header with 'Your Name' and menu items: 'INFORMATIVE', 'MY CASES', 'STORAGE', 'PROFILE', and 'SIGN OUT'. The main content area is titled 'MY CASES' and contains a section 'Cases of the recent period' with a 'new application' button highlighted in green and a red box. A yellow arrow points to this button with the text 'CLICK HERE!'. Below this is a message: 'Before creating your first application, please study thoroughly the User Manual :' followed by an information icon.

Step 2: Click “Announcement”!

The screenshot shows the 'new application' section of the website. It has a header with 'Your name' and menu items: 'INFORMATIVE', 'MY CASES', 'STORAGE', 'PROFILE', and 'SIGN OUT'. Below the header is a section titled 'new application' with a sub-header 'Select case type'. A list of options is shown: 'EEA citizen and the family member of an EEA citizen', 'Application for residence permit', 'Application for temporary residence permit (working holiday)', 'permanent residence permit (settlement)', 'Announcement', and 'Announcement of the birth of a child'. The 'Announcement' option is highlighted with a red box.

Step 3: Click “Notification of change of accommodation”.

new application

Select case type

EEA citizen and the family member of an EEA citizen

Application for residence permit

Application for temporary residence permit (working holiday)

permanent residence permit (settlement)

Announcement

If you hold a residence permit in Hungary and wish to report a change of your accommodation, or as an employer, you wish to report the commencement, termination or frustration of the employment of a foreign employee

- Announcement in case of student mobility
- Commencement of employment
- Commencement/termination of employment
- Employment has not commenced
- Notice in case of researcher short-term mobility
- Notification of change of accommodation
- Termination of employment



Announcement of the birth of a child

Step 4: Fill the following form with your personal details and click "Save"!

EDIT: ANNOUNCEMENT

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Personal details of the applicant

title:	<input type="text"/>	title:	<input type="text"/>
Surname (as in passport)*:	<input type="text"/>	First name (as in passport)*:	<input type="text"/>
previous family name:	<input type="text"/>	previous first name:	<input type="text"/>
Surname at birth*:	<input type="text"/>	first name at birth*:	<input type="text"/>
mother's maiden name*:	<input type="text"/>	mother's first name*:	<input type="text"/>
date of birth*:	<input type="text" value="YYYY-MM-DD"/>	country of birth*:	--please select--
place of birth*:	<input type="text"/>	no*:	--please select--
citizenship*:	--please select--	nationality:	--please select--
marital status*:	--please select--		

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Save

Step 5: Review your previous details and if you need to change something, click the orange “Edit” button. Otherwise, click “Notification of change of accommodation”!

Enter Hungary 

Your name INFORMATIVE MY CASES STORAGE PROFILE SIGN OUT

ANNOUNCEMENT, NOTIFICATION OF CHANGE OF ACCOMMODATION

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Announcement (filled) **Notification of change of accommodation (not completed)** [file attachments](#)

[Edit »](#)

Personal details of the applicant

title:	<input type="text"/>	title:	<input type="text"/>
Surname (as in passport)*:	<input type="text" value="Test"/>	First name (as in passport)*:	<input type="text" value="John"/>
previous family name:	<input type="text"/>	previous first name:	<input type="text"/>
Surname at birth*:	<input type="text" value="Test"/>	first name at birth*:	<input type="text" value="John"/>
mother's maiden name*:	<input type="text" value="Smith"/>	mother's first name*:	<input type="text" value="Joanna"/>
date of birth*:	<input type="text" value="1999-12-24"/>	country of birth*:	<input type="text" value="Hungary"/>
place of birth*:	<input type="text" value="City where you were born"/>	no*:	<input type="text" value="Male"/>
citizenship*:	<input type="text" value="Hungarian"/>	nationality:	<input type="text" value="Hungarian"/>
marital status*:	<input type="text" value="Single"/>		

[Edit »](#)

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Step 6: Click the orange “Edit” button and fill in the form with your data. The top part is about passport and residence permit. The bottom part is about your new accommodation. Afterwards, click save!

ANNOUNCEMENT, NOTIFICATION OF CHANGE OF ACCOMMODATION

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Announcement (filled) Notification of change of accommodation (not completed) file attachments

Edit >

details of travel document

travel document number:	<input type="text"/>	expiry date of travel document:	<input type="text" value="YYYY-MM-DD"/>
visa number:	<input type="text"/>	expiry date of visa:	<input type="text" value="YYYY-MM-DD"/>
Residence permit number*:	<input type="text"/>	expiry date of the permit*:	<input type="text" value="000xxxxxx"/>
date of entry:	<input type="text" value="YYYY-MM-DD"/>	place of entry:	<input type="text"/>

Details of the applicant's accommodation in Hungary

postcode*:	<input type="text"/>	town*:	<input type="text"/>
district:	<input type="text"/>	name of public place*:	<input type="text"/>
type of public place*:	<input type="text" value="--please select--"/>	house number*:	<input type="text"/>
building:	<input type="text"/>	staircase:	<input type="text"/>
floor:	<input type="text" value="--please select--"/>	door:	<input type="text"/>
for how long are you allowed to stay in the flat*:	<input type="text" value="--please select--"/>	start date of stay in the accommodation:	<input type="text" value="YYYY-MM-DD"/>
(planned) end date of stay in the accommodation:	<input type="text" value="YYYY-MM-DD"/>		
legal title of residence:	<input type="text" value="--please select--"/>		

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Step 7: Please upload the required documents listed in the “file attachments” tab.

1st row: Full copy of passport – a scanned pdf of all pages of your passport

2nd row: Residence permit – a scanned version of both sides of your residence permit card

3rd row: Not generally needed

4th row: Signed datasheet – a filled-in accommodation reporting form signed by your landlord, or signed and stamped by your dorm

5th row: Rental agreement if you live in a flat

Certificate from your dorm

ANNOUNCEMENT, NOTIFICATION OF CHANGE OF ACCOMMODATION

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Announcement (filled)

Notification of change of accommodation (filled)

file attachments

Please select a document from your storage for all requested attachments, or upload new documents.

General documents to be attached

full copy of valid passport	missing	Upload »
residence permit	missing	Upload »
in case of a proxy: power of attorney issued to the proxy	missing	Upload »
signed datasheet for recording accommodation	missing	Upload »
apartment lease agreement, or document confirming the ownership of the apartment, or hosts statement.	missing	Upload »

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Step 8: After reviewing all your data and file uploads, click the green “submit application” button!