

SINGLE PERMIT FRAMEWORK: PROCEDURE, SCOPE AND COMPLIANCE IN SLOVENIA

The Single Permit is a combined residence and work permit enabling foreign nationals to reside and work in Slovenia. It applies to a broad range of work arrangements, including employment, self-employment, seasonal work exceeding 90 days, cross-border service provision (posted workers), daily labour migration, and work by long-term residents of another EU Member State.

Applications may be submitted either by the foreign worker or by a Slovenian or foreign employer. They are typically filed with the competent administrative unit in Slovenia (based on the

place of residence or employer registration), or in certain cases at a Slovenian diplomatic mission abroad.

Under the [Foreigners Act \(ZTuj-2\)](#), employers submitting applications may provide additional documentation within the procedure without requiring separate authorisation from the foreign worker. The procedure is governed by the [Foreigners Act \(ZTuj-2\)](#) and the [Employment, Self-employment and Work of Foreigners Act \(ZZSDT\)](#), and is conducted in coordination with the Employment Service of Slovenia.

Procedure for employing foreign workers

The administrative unit assesses compliance with residence conditions while simultaneously obtaining consent from the Employment Service of Slovenia.

The Employment Service issues different types of consent depending on the purpose of work, including employment, self-employment, specific-purpose work and EU Blue Cards.

Required documentation typically includes:

- A valid passport
- Proof of sufficient financial means
- Valid health insurance
- Employment-related documentation

The application process involves:

- Formal completeness review
- Assessment of residence conditions
- Labour market approval

Upon approval, the foreign worker receives a residence card, which must be carried together with the accompanying information sheet.

Duration and costs

- validity: up to 2 years
- Extension: up to 3 years
- Processing time: approximately 1-2 months

Indicative administrative fees:

- Single Permit / EU Blue Card: EUR 86.50-133 (depending on procedure type)
- Registration certificate (EEA nationals): approx. EUR 14.16

Post-approval registration requirements

Following permit issuance, the employer and employee must complete several mandatory steps:

- Residence registration within 8 days
- Employment registration prior to commencement of work
- Obtaining a Slovenian tax number before salary payment

- Social security registration (M-1 form) prior to the start of employment

Failure to complete these steps may affect both the worker's legal status and the employer's compliance standing.

Employer obligations and key risk areas

Employment of foreign workers must fully comply with Slovenian labour legislation, including the Employment Relationship Act (ZDR-1) and related regulations.

Employers are required to:

- Ensure compliance with minimum wage and statutory working conditions
- Not pass administrative or permit-related costs onto employees
- Provide appropriate accommodation where applicable

Key risk areas include:

- Misclassification or disguised employment relationships
- Incomplete or non-compliant employment contracts
- Failure to properly notify job vacancies where required
- Incorrect salary calculation or payment practices
- Errors in immigration or registration procedures

TYPES OF CONSENT UNDER THE SINGLE PERMIT

Consent for employment, self-employment or work

A Single Permit based on this consent provides broad access to the Slovenian labour market during its validity. It may cover employment with one or more employers, self-employment or work under civil-law contracts, but does not allow work as a posted worker of a foreign employer.

Statutory pathways for obtaining this type of permit include prior employment or self-employment in Slovenia, recent completion of higher education in Slovenia, or previous research activity followed by an employment or business opportunity.

Consent for employment

A Single Permit based on consent for employment allows work for a specific employer and is generally tied to that employer, subject to statutory conditions for changing employment.

Consent is typically granted where no suitable unemployed persons are available on the domestic labour market and, where applicable, subject to quota restrictions.

The employer must meet several statutory conditions, including:

- Registration for the relevant activity
- Absence of winding-up or bankruptcy proceedings
- Active business operations
- Proper tax reporting where employees are engaged
- No outstanding tax liabilities
- Proper registration of the company representative

- Submission of a valid employment contract

To demonstrate active operations, at least one of the following is typically required:

- Employment of at least one full-time employee for six months
- Sufficient monthly revenue through a Slovenian bank account
- Evidence of investment (e.g. at least EUR 50,000 for newly established entities), in cash or in kind, provided that it has demonstrable economic value, is properly documented and recorded, and is relevant to the business activity

Special provisions apply to high value-added companies and start-ups.

Consent for specific purposes

A Single Permit may also be issued for specific purposes such as seasonal work, foreign representatives, training, internships, intra-company training,

cross-border services or individual contractual services. Such permits are generally limited in duration and tied to a specific activity.

Seasonal work

Seasonal work permits are primarily available in agriculture and forestry where labour shortages exist:

- For work exceeding 90 days: Single Permit required

- For work up to 90 days: permit issued directly by the Employment Service

Foreign representatives

Foreign nationals may act as company representatives subject to compliance with business registration, tax and activity requirements. A foreign individ-

ual may act as a company representative for up to 90 days per year without a Single Permit, provided the activity is registered in advance.



ALTERNATIVE WORK AND RESIDENCE OPTIONS

Training and internship

Training and internship programmes require approval from the relevant authority unless conducted internally.

Permits are typically:

- valid for up to one year
- extendable only in limited cases
- tied to a specific employer

- changing employer generally requires a new permit.

Associated companies and posted workers

Training may take place within a corporate group or between companies with established cooperation.

Foreign employers may provide services in Slovenia through posted workers under certain conditions, including:

- minimum prior employment period,
- time limits on service provision,
- compliance with Slovenian labour standards.

Intra-group mobility and individual services

Companies with capital links may transfer executives, specialists or trainees within a group.

Separate rules apply to self-employed service providers performing specialised contractual services.

Permits are typically issued for up to one year.

Eu blue card and self-employment

The EU Blue Card is intended for highly qualified workers and is aligned with EU standards.

- minimum contract duration: 6 months
- typical validity: 2 years
- extension: up to 3 years

Foreign nationals may become self-employed after one year of continuous legal residence, with certain exceptions for regulated professions.

During the initial period, changing employer requires approval.

