

Vienna Expat Guide

Welcome!

vienna
business
agency

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Welcome to Vienna!

Dear Readers,

We are delighted that you have decided to make Vienna your new home.

As a business metropolis, our city benefits from the presence of the many international corporations that have set up shop here with their qualified professionals, contributing to the city's dynamic economic growth and adding to its international appeal.

We hope you get off to a smooth, successful start here in Vienna in both your professional and your personal life.

The Expat Guide you are holding in your hands is meant to help you get your bearings in Vienna. Adjusting to life in a new city can be daunting. The purpose of this guide is thus to give you an idea of the procedures you will have to follow and the vocabulary you will be encountering – all part of the settling-in process.

And if you have any tricky questions, please do not hesitate to get in touch with the international team at the Vienna Business Agency's Expat Center and Business Immigration Office. They will be happy to guide you personally and competently through the complex issues relating to residence and employment.

I wish you a successful start to your new life in Vienna!



Peter Hanke
Executive City Councillor of Finance,
Business, Labour, International Affairs
and Vienna Public Utilities



I. Welcome to Vienna



Vienna has come a long way. Founded as an ancient Roman border garrison, the city has become a European economic powerhouse and home to over 1.9 million people. It has been everything from imperial residence, capital of a multicultural empire, diplomatic hub and centre for art, culture and science. Now a modern democracy and one of four United Nations headquarters, Vienna takes pride in its social history and high score in quality-of-life rankings.

Renowned for its remarkable stability, excellent infrastructure and proximity to CEE markets, Vienna's amenable business environment attracts talent from around the globe. Over two hundred multinationals have their European or regional headquarters in Vienna. With its rich research landscape, Vienna is bursting with

talent and innovation. It is a city where companies will find qualified specialists and benefit from the close partnership between science and industry as well as the dynamic ecosystems for life sciences, ICT, creative industries and startups. As the seat of over 30 international organisations, including OPEC, IAEA and the OSCE, the city hosts a patchwork of families and communities.

Vienna is wonderful to live in, whether with family, friends or on your own. The excellent infrastructure, green spaces, low crime rate, good employee protection, affordable living costs and vibrant music, art and theatre scene set it apart from cities twice its size. The city's easy-going and relaxed charm can be felt in its vibrant coffee houses, vineyards and local tradition of banter known as *Schmäh*? While the Viennese work hard to protect the future they also love to decelerate and appreciate the finer things in life. We hope you will too. We are delighted to have you here!



A.

Did you know?

Vienna is a constant source of inspiration for creativity and discovery. The groundwork laid by centuries-old traditions – like medicine, fine art and classical music – has allowed the city to blossom into an attractive environment for creative minds and new ideas.

contributors include the painter Gustav Klimt, fashion designer Emilie Flöge, painter Helene Funke, architect Adolf Loos, author Arthur Schnitzler, composer Gustav Mahler and architect Otto Wagner – you will find their traces throughout the city. The beginnings of psychoanalysis initiated by Sigmund Freud, a revolution in medical practice brought about by Ignaz Semmelweis, or the roots of Bluetooth technology introduced by Hedy Lamarr – Vienna has always been home to brilliant minds and outside-the-box thinkers.

The sound of Vienna

Vienna's rich musical history reverberates through the city's countless venues and variations of music. The world's finest classical artists mingle with chart-topping contemporary virtuosos, offering residents and visitors a wide choice of quality. The Wiener Staatsoper, Theater an der Wien, Musikverein and Volksoper perform classical opera and music by the likes of Wolfgang Amadeus Mozart, Giuseppe Verdi, Johann Strauss, Arnold Schoenberg and Franz Schubert. In Vienna, contemporary genres, from pop and jazz to EDM and folk, all thrive in unison. You can listen to this music at the Chelsea or B72, at Porgy & Bess or dance clubs like the Pratersauna and at festivals and free cultural events that cater to everyone's taste, such as the Danube Island Festival, the citywide Pop-Fest and Kultursommer Wien. Electronic and alternative music is often played on Austria's national radio FM4, which broadcasts in both English and German.

Innovation continues to thrive. Vienna's startup ecosystem ranks among the best in Europe, with seed money and research grants available to eligible ventures. Vienna has produced a handful of unicorns in fintech and edtech and other areas.

Quality of life

Vienna has ranked among the world's top in terms of quality of living for years due to its extensive public transport amenities, quality water supply, equal access to health care and many cultural offerings. An annual transit pass costs only one euro a day, and clean drinking water comes straight from the Alps. The city is also among Europe's safest.

As the world's only metropolitan city with significant wine-growing areas within the city limits, Vienna produces around two million litres a year, primarily Grüner Veltliner, Welschriesling, Chardonnay and Weißburgunder. The world-famous Heuriger wine taverns are a common sight in the outskirts of Vienna. They cater to locals and visitors alike, contributing to Vienna's cultural identity and offering respite from the urban hustle – and they are readily accessible by tram.

A history of innovation

Vienna is a cradle of modernism, which was ushered in by an intellectual awakening spearheaded by the Secession, Wiener Werkstätte, Wiener Moderne and Art Nouveau. Its influence on art, interior design, psychology, literature, architecture and music can be felt to this day. Some of the more notable

With lots of public parks and forests, low air pollution levels, easy pedestrian access, a pioneering public transport network, numerous farmers' markets and state-of-the-art recycling, Vienna was voted the world's greenest city. In fact, the city's energy supplier uses renewable sources such as solar, wind and hydroelectric and biomass to generate power and heat, while its innovative district heating plant creates heat by incinerating waste.

Top 10 must-know German words for your daily life in Vienna:



<i>Beisl</i>	A typical, down-to-earth Viennese bistro.
<i>Bussi</i>	Two kisses, one on each cheek, is a greeting or farewell and is also used as a signoff in writing among friends.
<i>Chutzpe</i>	A term for audacity, nerve, boldness or outrageousness.
<i>Haberer</i>	A friend, chum or mate, expresses the reciprocal nature of friendships at work and in business.
<i>Heuriger</i>	A tavern where local winemakers sell their products, alongside simple food options.
<i>Leiwand!</i>	An exclamation that means something or someone is "very cool".
<i>Oida!</i>	A multifaceted term to express astonishment, both positive and negative.
<i>Schlawiner</i>	A loveable rogue, someone who is untrustworthy, but charming.
<i>Schmähtandler</i>	A liar, swindler, or teller of tall tales.
<i>Semmel</i>	A classic bun found in all Viennese cafés and bakeries.
<i>Servus</i>	A Viennese greeting.
<i>Sudern</i>	To complain, moan, grumble or engage in pessimistic ramblings.

B. Tradition and innovation

Vienna has so much more to offer than storied streets, charming cafes and world famous opera houses. Prior to the dark era of National Socialism, which decimated much of the Jewish population and drove away intellectuals, Vienna was a hotspot for genius and creativity. Since Austria's restoration during the Second Republic in 1945, Vienna has worked hard to become a place for innovation and growth as well as diversity and inclusion.

Some examples of Austrian-born innovators and bright minds

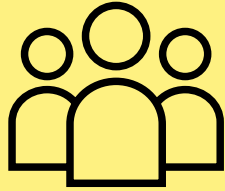
- **1839:** Tailor Joseph Madersperger contributes to the development of the sewing machine, by creating a mechanical process that can reproduce the chain stitch.
- **1847:** Professor Ignaz Semmelweis introduces hygienic standards in modern medicine, drastically reducing childbed fever mortality at the Vienna General Hospital.
- **1886:** Sigmund Freud sets up his clinical psychoanalysis practice in Vienna.
- **1898:** A leader in the Art Nouveau movement, architect Otto Wagner alters Vienna's cityscape by designing numerous urban projects, including the Vienna U-Bahn stations,

the Church of St. Leopold and the Linke Wienzeile buildings.

- **1900s:** Viennese modernist painter Egon Schiele shocks the world with bizarre self-portraits and morbid nudes.
- **1905:** Bertha von Suttner, a pacifist, peace researcher and author who lived and worked in Vienna, is the first woman ever to be awarded the Nobel Peace Prize.
- **1908:** Arnold Schoenberg begins experimenting with atonal music, as seen in *Das Buch der Hängenden Gärten*, and later develops the 12-tone technique.
- **1926:** Margarete Schuette-Lihotzky designs the first fitted kitchen, or Frankfurt Kitchen, while later joining the resistance to fight National Socialism and narrowly escaping the death penalty.

- **1926:** Erwin Schrödinger publishes a linear partial differential equation that provides the foundations of quantum theory, winning the Nobel Prize in Physics in 1933 for it.
- **1935:** Annoyed by runny makeup, singer Helene Winterstein-Kambersky patents the world's first waterproof mascara.
- **1939:** Viennese nuclear physicist Lise Meitner publishes the first ever explanation "fission" while in exile from the Nazi regime.
- **1942:** Born in Vienna, Hollywood star Hedy Lamarr invented an encryption technique for radio frequency changers, laying the foundation for today's Bluetooth technology.
- **1951:** Refused citizenship by the National Socialist Party and exiled to the United States, Vienna-born chemist Carl Djerassi is part of the team that develops the oral contraceptive pill.
- **1992:** The Life Ball, Europe's largest charity event supporting people with HIV and AIDS was founded, organised by the nonprofit AIDS LIFE founded by Gery Keszler and Torgom Petrosian.
- **2014:** Conchita Wurst, the stage persona of singer Thomas Neuwirth, becomes the first drag queen to win the Eurovision Song Contest.
- **2020:** The 2020 Nobel Prize in Chemistry goes to biochemists Emmanuelle Charpentier and Jennifer Doudna, the two developers of the "gene scissors" CRISPR-Cas9. Charpentier does much of the development work in Vienna.
- **2022:** University of Vienna Professor Anton Zeilinger is among three scientists awarded the Nobel Prize in Physics for work on entangled photons.



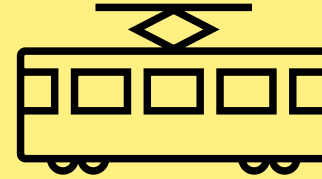


1.98 Mio.
Vienna's
total population



43%
inhabitants with an
international background

Public transport:



24h
service

1€

cost per day of annual public transport pass

99.25%

reliability and punctuality

2,000,000

passengers per day

414.9 km² area



50%
green spaces

>50
beautiful public pools

250 metres
is the average distance
to the nearest public
green space



100
big and small museums



1,100
fountains with crystal clear drinking water



2,200
coffee houses

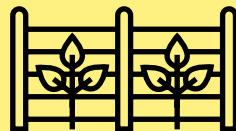
4,500 ha
of nature reserves



22
farmers' markets



35 ha
of vineyards



2 million litres of Vienna-grown wine for the world

Education:



100%

subsidised kindergarten

11

international schools

200,000

students (of which 1/3 are international)



Eight ways Vienna means business

● **Research and innovation:** Vienna is packed with institutions of higher education, private research and development facilities, as well as incubators and accelerators. They provide lots of networking, mentoring and financing opportunities and bring research ideas to life. Here are some facts about Vienna in its capacity as a research hub:

- 1,720 research sites.
- 983 research companies, 911 of which are SMEs.
- 50,637 people working in research and development, i.e. 5.7% of Vienna's total workforce.
- 45% of research staff in Vienna are women.
- 3.9 billion euros spent in Vienna in 2019, 1/3 of the country's research budget.
- 3 billion euros spent on applied research in 2019, nearly twice as much as in 2002.

● **Startups:** Over the years, Vienna has been making a name for itself as a first-class European startup hub. The city hosts the annual international startup festival ViennaUP, which brings together startup founders, investors, enthusiasts and visionaries eager to push the boundaries of what European startups can achieve. Vienna host around 50% of all Austrian startups, with four times as many startups being launched in Vienna then in Upper Austria, the state that comes second in terms of new businesses.

Learn more about Vienna!



 wien.info/en

Did you know?

→ Living in Vienna costs only 30% of what it costs to live in New York City.

→ Every year, over 200 companies from abroad settle in Vienna.

● **Location:** Today, the Danube metropolis is at the crossroads of East and West. Many entrepreneurs from Central, Southern and Eastern European see it as a springboard to international markets. To them, the city promises economic success not only on account of its stability and security as a business location and its excellent infrastructure, but also due to its large talent pool that companies can draw from. The 200,000 students in Vienna, of whom roughly a third have an international background, are a compelling argument for aspiring young entrepreneurs hoping to conquer the world from Vienna.

● **Creative industries:** From architecture and advertising to software design and the performing arts, Austria's creative industries are strongly concentrated in Vienna. A full 41% of all creative enterprises have their head office in the capital. Creative industries account for 18.3% of the Viennese economy, which is clearly above the country's overall average (10.8%).

● **Female entrepreneurship:** Vienna is a city that was built with women in mind and where gender considerations are literally built into the infrastructure. The city provides a network of free childcare facilities and is host to Europe's most women-focussed startup events. In addition to running workshops for young girls that are designed to inspire and promote interest in the sciences and technology, the Vienna Business Agency offers coaching and funding that specifically promotes equality.

● **Digitalisation:** In the spirit of digital humanism, the city is all set to leverage key technologies such as artificial intelligence, visual computing and quantum technologies, while upholding its reputation in the defence of digital civil rights, data privacy and data security.

● **Smart city solutions:** By promoting innovation in companies and state-of-the-art research at Vienna's universities, the city is continually working towards urban solutions that combine high quality of life with low resource consumption.

● **Life sciences and healthcare:** Vienna promotes the development of digital solutions for precision medicine, nursing and digital through a medley of top-drawer medical university departments and healthcare startups. As an active contributor to the city's economic success, the life science industry – consisting of nearly 600 organisations and 41,000 employees – is one of the city's biggest employers: 46 new life science companies were formed between 2018 and 2020, while in 2020 alone the sector generated over 13 billion euros in revenue. The many large companies operating in Vienna, which include biopharmaceutical corporations like Hookipa and Takeda, eloquently showcase the city's credentials as a hub for investment in life science research, development and production.



C.

Vienna as a business

location

Vienna is not just a crossroads connecting Western and Eastern Europe. It is home to several international agencies and organisations and also serves as the regional headquarters of numerous global names. Although each industry benefits differently from the opportunities the city has to offer, all get to capitalise on Vienna's high standards in safety, infrastructure and institutions. Their presence attracts some of the best talents in tech, life sciences, additive manufacturing and, last but not least, the flourishing creative sector.

D.

Meet the Vienna Business Agency

Are you planning to set up a business or looking to raise startup funding, or are you perhaps interested in relocating and growing in Vienna? The Vienna Business Agency (VBA) provides free business support. They have expert advice and practical assistance to help individuals and companies in all matters regarding Vienna as a business location and also offer personal support to expats. As an additional service, the Agency facilitates a wide variety of grants for both companies and ideas.



The VBA offers the following services

- **Advice:** The Agency helps international companies to expand into Vienna – comprehensively, individually and free of charge. Their multilingual experts will walk you through the process of getting your company up and running in Vienna. The Vienna Business Agency offers company founders cost-free services, including workshops, coaching and an on-arrival programme for startups.

- **Facilitation:** The Agency will direct you to the right City of Vienna authorities and connect you with Vienna's business world and research institutions. The VBA has a wide network of multilingual experts in tax, law and business administration, and can help with permits that you need. They host various networking events and workshops, including the annual innovation and entrepreneurship festival ViennaUP.

- **Expat Center:** The Expat Center and Business Immigration Office (BIO) team assists high potential international residents with individual advice on all aspects of living and working in Vienna.

- **Funding:** With over 20 funding programmes, the Agency supports companies of all sizes through grants and other schemes that cater to many different needs and moments depending on the stage and industry your company is in. Previous grant schemes have included funding for local handcraft and supply companies, creative industries developing sustainable products and services and grants to pioneer creative ideas.

- **Location:** The VBA will help you find the right property, from office spaces and production premises to commercial spaces, and can provide you with access to industry-specific infrastructure.



II. Moving to Vienna

Vienna's prime location at the heart of the Continent has made it a centre of economic, political and cultural life in Central and Eastern Europe, a position it successfully reclaimed following the fall of the Iron Curtain. With its indisputably high quality of life, expansive green spaces, the blue Danube and reliable public transport, the city continues to set itself apart, drawing new residents from the region and further afield. Fortunately, relocating to Vienna is relatively easy.



A. Legal immigration

Moving to Austria and its capital, Vienna, may seem somewhat of a daunting process at first – take it a step at a time. You can always get help! This chapter does not cover all aspects but will point you toward reliable information sources that offer free consultations.

If you are planning to move to Vienna, the Vienna Business Agency should be your first port of call. VBA's experts provide free advice on life and work in Vienna. The team also caters to businesses, providing consultations on funding, networking and commercial real estate.

visa in order to enter Austria, collect the permit and start your employment.

People move to Vienna for different reasons – to study, to work, or as the spouse or dependent of someone who has moved here to study or work. There are legal means to obtain permits for all of these cases, but the criteria and processes vary. Some residence permits come with an automatic right to work – others do not.

Visas versus residence and work permits

As you shop around for information, remember that – simply put – visas allow you to cross a border whereas residence and work permits allow you to settle in a country. Even if applied for from abroad, these permits are distributed only in-person and in Vienna – so once your permit application has been approved, you may still have to apply for a

- **Purpose-driven:** The first step is to consider the purpose of your move: is it to accept a job offer, or to live in the same city as your partner? Applying for the right permit right away rather than trying to switch later will be much less of a hassle.

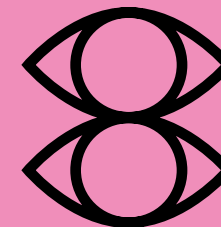
- **Tip:** Watch out for deadlines. Avoid overstaying your visa or misrepresenting the purpose of your stay when applying for a residence or work permit. Breaking the rules, whether unintentionally or not, may cause your application to be denied!

Where you come from matters

- **Third-country nationals:** Generally, most people will need to apply for their visa or residence permit in person at one of Austria's official representations abroad, such as an embassy or consulate. Some third-country nationals who are eligible for visa-free entry or already legally residing in Austria can apply from inside the country.

- **EU/EEA citizens, Swiss citizens and their non-EU family members:** With some exceptions, there are no entry requirements under the visa-free regime. EU/EEA and Swiss citizens do not require a work permit.

However, you are still required to register your address and apply for a registration certificate (*Anmeldebescheinigung*) within four months of your arrival. Third-country spouses, registered partners and children must apply for the Residence Card (*Aufenthaltskarte*) within four months of arrival, marriage or birth. The Residence Card is valid for five years.



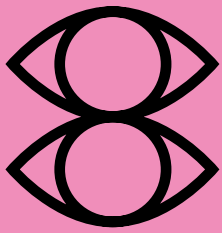
Emma who? MA 35

You will often be hearing about (and *visiting*) MA 35 or *Magistratsabteilung 35*, which is Vienna's Municipal Department responsible for immigration and citizenship. They will be processing your application. MA 35 has offices throughout the city.

Altogether, Vienna has 70 municipal departments. Some of them will come to play a “visible” role in your everyday life – these include MA 10 (Kindergartens), MA 17 (Integration and Diversity), MA 42 (Parks and Gardens), or MA 48 (Waste Collection).



🌐 [wien.gv.at/english/
administration/immigration](https://wien.gv.at/english/administration/immigration)



To remain for longer than three months, you need to fulfill one or more of the following requirements:

- Be employed or self-employed.
- Have adequate financial resources to support yourself and any dependents and show proof of health insurance.
- Attend an Austrian educational institution, while having adequate means of subsistence and show proof of health insurance.
- Have a close family member in one of the above three groups.

Application forms and further information

Austria's migration website provides information on all forms of work and residence permits, including several that are beyond the scope of this guide. Application forms are available for download in PDF format.



migration.gv.at/en/types-of-immigration

B. At a glance: Common visa and permit types

Here is a quick overview of the most common types of visas and residence/work permits that would-be expats need to be familiar with. Use the online forms to file an application with the competent authority in the city/country you are in or from. Some applicants, or their employers, can also apply for residence permits from within Austria.

Visas

- **Schengen C visa:** This visa allows third-country nationals to spend up to 90 days in the Schengen area and is typically issued to tourists.

- **National D visa:** This visa allows third-country nationals to stay in Austria for up to 180 days and in other Schengen countries for 90 days. It is usually issued for research, studies or internships. In some cases, students and researchers can enter on this visa before obtaining residence. Job seekers are usually issued a type D visa. In this case, Austrian authorities must confirm that you qualify for the Red-White-Red Card (*Rot-Weiß-Rot-Karte*) but have yet to find a matching job in Austria. The type D visa lasts up to 180 days and must be applied for before traveling to Austria. On its own, this type of visa does not permit you to work.

Work and residence permits

- **Temporary work:** There are different types of residence permits for temporary employment. The temporary residence permit (*Aufenthaltsbewilligung*) includes purposes such as

- Residence permit – ICT (intra-corporate transfer) for working on a rotation in a multinational company
- Residence permit – mobile ICT for spending more than 90 days in Austria to do business while holding an ICT Permit from another EU member state
- Residence permit – seconded employee.

Seasonal workers, like in agriculture or tourism, require a quota permit (*Kontingentbewilligung*) or posting permit (*Entsendebewilligung*). Both of these have a maximum validity of six months and need to be organised by the employer.

- **Pre-work permit:** Contract workers planning to stay for less than six months must apply for a conditional assurance (*Sicherungsbescheinigung*). This assurance is issued to the employer by the Public Employment Service Austria (AMS) and valid for a maximum of 26 weeks. As soon as the conditional assurance has been issued, the non-national can apply for a visa. At this point, once the worker has received the necessary visa, a pre-work permit is issued. Artists and posted workers often need this kind of permit. Further procedures would be to apply for a residence permit and then a regular work permit (*Beschäftigungsbewilligung*).

To obtain this permit from an Austrian embassy or consulate abroad, you need the employer applying for your work permit to obtain a confirmation from the Public Employment Service Austria (AMS) before you can get a visa for your move to Austria.

Longer stays

- **Red-White-Red Card (*Rot-Weiß-Rot-Karte*):** This card is for skilled and highly skilled third-country nationals who meet both specific and general criteria. Austrian immigration officials review the applications using a point-based system. Some very highly qualified third-country nationals can look for a job while already in Austria. All Red-White-Red Card permits and other job-based permits are tied up with the same employer for a period of two years.

- One sub-category of the Red-White-Red Card is intended for skilled workers and those in shortage occupations. These occupations are defined for each region, and the current list includes various professions, including nurses, plumbers, electricians, carpenters.

- The Startup Founders category is for anyone wishing to set up a business in Austria. They must have the necessary start-up capital, submit a business plan and hold an equity share of no less than 50%.

- Red-White-Red Card Plus: After two years on a Red-White-Red Card, you can apply for the Red-White-Red Card Plus, which gives you unlimited access to Austria's labour market. It also serves as the residence permit for family members of Red-White-Red Card, EU Blue Card, or researcher settlement permit holders and provides them labour market access.

- EU Blue Card: This card is for third-country nationals who wish to live and work in a specific EU country and meet the requirements. These include: an academic degree, a firm job offer and a salary that matches at least the average Austrian salary. You can only apply for the EU Blue Card in the country where it should be issued.

- Settlement permit – researchers: This permit is for researchers in a research or academic exchange programme involving an Austrian university or institution of higher education and requires a hosting agreement. It is generally issued to international teachers or media representatives.

- Settlement permit – special cases of gainful employment: This permit is for researchers in a research or academic exchange programme involving an Austrian university or institution of higher education and does not require a hosting agreement. It is generally issued to international teachers or media representatives.

- Residence permit – students is for third-country nationals wishing to study at an institution of higher education in Austria, including public and private universities, polytechnic institutions and teachers' colleges. Students must earn 40 ECTS credits annually to retain their student status. Additional requirements include health insurance,

adequate financial resources and adequate accommodation.

- Are students allowed to work while studying? Students have the right to work a maximum of 20 hours per week, as long as their prospective employer obtains a valid student work permit (*Beschäftigungsbewilligung-Student*). The Public Employment Service Austria (AMS) grants such permits without conducting a labour-market check. To retain your student status, you must earn a minimum of 40 ECTS credits each year. The student work permit is issued for one year, unless the student's passport expires first.

- Family reunification: Spouses, registered partners and unmarried minors, including adopted and stepchildren, must apply for residence permits. Several forms are available – make sure to find out how these permits affect labour-market access before you apply!

- Permanent residence: People who hold an EU, EEA or a Swiss passport, and in some cases their third-country family members, must have lived in Austria for five years before they can apply for permanent residence. Third-country nationals have additional requirements.

- Citizenship can be obtained by persons who have lived in Austria legally for the required minimum periods and have a sound financial status. Both international retirees and those still working, including their dependents, are eligible. Austrian citizenship can also be awarded by descent or if you meet the naturalisation requirements.



Get help!

Contact the Business Immigration Office for cost-free advice on immigration.

Business Immigration Office
Zelinkagasse 9, 1010 Vienna

☎ +43 1 25200 644

✉ businessimmigration@wirtschaftsagentur.at



🌐 viennabusinessagency.at

C. Paperwork crib sheet

Preparing your documents before you apply for a visa or residence permit will save you the hassle later on.

Being prepared is key – and all expats, especially non-EU/EEA or Swiss citizens (third country nationals), are required to present specific documents. These documents will typically have to be translated into German and/or notarised or authenticated with an apostille provided by the issuing government office in your country of origin or current residence. For obvious reasons of convenience, you should collect any documents you can before you apply for a visa or residence/work permit, and certainly before leaving your last country of residence!

Below is a list of typically required documents followed by notes on the apostilles (from your country of origin) and notary services (once you arrive in Vienna).

Typically required application documents

- Signed application form (for the appropriate residence/work permit)
- Valid travel document
- Passport photo that is no older than six months (with a dated receipt, or date stamp on the back). The photo will be attached to your residence card, which will also serve as an official ID once you live in Austria.
- Supporting documents, with requirements varying for each permit type (e.g., a valid job offer, proof of acceptance by a university, etc.)
- Birth certificates for your children to prove that you are their parent
- Marriage certificate
- Police clearance certificate from the country of last residence (certified translation)
- Proof of good financial status. Especially third-country nationals must provide proof of subsistence. The amount of available funds needed is different for each type of residence permit. For all residence permits except the Permanent Residence EU you must have a fixed and regular income that allows you to pay for your living expenses without having to resort to welfare from the local authorities.
- Proof of accommodation, if required
- Proof of health insurance that provides cover for you/your family until you start to work or study. There are exceptions to this rule.
- Letters of recommendation and proof of previous employment

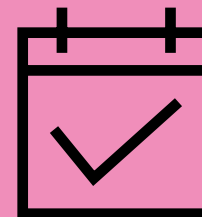
- In some cases, German, English or other language certificates. Non-native German speakers must fulfil language requirements when applying for residence permits, including the Red-White-Red Card.
- Proof of qualification (university diplomas, certificates, transcripts, etc.)

Apostilles

Most third country nationals are required to provide some documents with an apostille. An apostille certifies the signature, seal or stamp and thereby authenticates a document issued in another country. In Austria, foreign documents, including birth certificates, marriage certificates and police records, require an apostille.

Translation services

Although some Austrian authorities and institutions, including universities, accept official documents in English, a certified German translation is often required. To get one, you will be obliged to use a translator from the list of sworn and court-certified translators. (You may also need to ask the issuer of the document in your home country to provide you with with an apostille – see above). Please note that any administrative documents you need to submit for official administrative purposes (immigration, marriage, registration, etc.) will likely have to be translated in this manner.



Meldezettel

You must register your address within three days of moving. For your convenience, a Residence Registration Service Centre is available in every district. Bring a valid ID as well as the completed registration form (available online or at one of the service centres). You will have to fill in the form for each member of your household, including children. If you are registering children, bring along their birth certificates.

Find your local service centre in the link below.



wien.gv.at/verwaltung/meldeservice/stellen.html

D. Getting started

As any long-time expat knows, moving to a new country is a major undertaking with many moving parts – but help is available!

Before you arrive, you can start to put together your documents, get in touch with relocation agencies, book appointments with the local municipal authorities and look for housing.

If you are travelling with a lots of belongings or a family, choose the right mover to make sure things run smoothly.

The Expat Center is a service provided by the Vienna Business Agency. Its international and multilingual team offers expats professional advice on all aspects of your relocation – and can recommend movers, attorneys and more.

The Vienna Business Agency has set up the Business Immigration Office in collaboration with MA 35, Vienna's immigration authority. This service centre, which opened up in 2021, brings cost-free advisory services and the actual visa/residence application authority under one roof.

Before your move, remember to deregister from your previous residence if necessary – it could save you quite the legal headache later on.



Make an appointment with the Expat Center

On arrival, you may want to learn how to go about opening a bank account, enrolling your children in school, finding legal counsel, getting tax advice and more.

vienna
business
agency

Make an appointment with the Expat Center of the Vienna Business Agency for a free consultation on living and working in Vienna – with a multilingual and enthusiastic team!

**Expat Center
Schmerlingplatz 3
1010 Vienna
+43 1 25200 643
expatcenter@
viennabusinessagency.at**

viennabusinessagency.at



III. Settling In

In Vienna, employees and workers enjoy generous benefits and strong social safeguards. More importantly, they can take advantage of the full set of benefits offered by a system that has consistently delivered enough decent jobs, outperforming the EU average.

A.

Registering your residence in Vienna

How to register

Residence registration is mandatory for anyone living in Vienna. Every time the occupant of a house or flat changes address or moves, they must register with the city administration within three days of moving. You will be expected to present your residence registration form (*Meldezettel*) on various occasions: for instance, when you apply for residence and a work permit, or when you apply for a driving licence and want to buy an Austrian sim card.

To register, you will need to go to one of the municipal offices located in each of Vienna's districts. Forms can be downloaded ahead of time (see QR code). If you are renting, you will need to present the countersigned lease. The registration procedure and *Meldezettel* are free of charge.

You will have to submit the completed form at the district office along with the following original documents*:

- Proof of identity (passport or identity card)
- Children's birth certificate(s)

* Documents must indicate your first and last name (including name before marriage, if applicable), day of birth, place of birth, gender and nationality.


Where to register

New arrivals, or just anyone who is relocating, can register their new address at any of Vienna's registration service centres in one of the municipal district offices.

Make an appointment in advance to save time:


wien.gv.at/meldetermin/internet

Check out the district-by-district list of offices here:


wien.gv.at/verwaltung/meldeservice/stellen.html

Qualified, but new to Vienna?

PERSPEKTIVE is the point of contact in Vienna for people with qualifications acquired abroad (AST).

We can advise you if:

- you need formal recognition of your vocational qualifications
- you want to know how you can best use your existing qualifications
- you need information about careers and training in your sector and much more.

Advice can be provided in a variety of languages and is free of charge.

For more information: www.anlaufstelle-erkennung.at/anlaufstellen (in German), tel. (01) 58 58 019

New to working in Vienna? waff can help with continuing education.

The Vienna Employment Promotion Fund (waff) is an organization of the City of Vienna. We can support you if you want to improve or advance your career.

At our waff Careers and Further Education Advisory Centre, we can offer you:

- comprehensive information
- personal advice
- targeted support

Free of charge and from a single source.

For more information: www.waff.at, tel. (01) 217 48 555

Qualifiziert, aber neu in Wien?

Die PERSPEKTIVE ist die Anlaufstelle für Personen mit im Ausland erworbenen Qualifikationen (AST) in Wien.

Wir beraten Sie,

- wenn Sie eine formale Anerkennung für Ihre berufliche Ausbildung benötigen
- wenn Sie wissen wollen, wie Sie Ihre vorhandenen Ausbildungen am besten einsetzen können
- wenn Sie Informationen zu Berufen und Ausbildungen in Ihrem Bereich brauchen u.v.m.

Die Beratung erfolgt mehrsprachig und ist kostenlos. Informationen unter:

www.anlaufstelle-erkennung.at/anlaufstellen, Telefon (01) 58 58 019

Mit Job neu in Wien - Weiterbildung gibts beim waff!

Der Wiener ArbeitnehmerInnen Förderungsfonds (waff) ist eine Organisation der Stadt Wien. Wir unterstützen Sie, wenn Sie sich beruflich verbessern oder weiterentwickeln wollen.

In unserem waff Beratungszentrum für Beruf und Weiterbildung bieten wir Ihnen:

- umfassende Information
- persönliche Beratung
- gezielte Förderung.

Kostenlos und aus einer Hand! Informationen unter: www.waff.at,

Telefon (01) 217 48 - 555

B. Miscellaneous

You will need to register in the city, find a flat, and set up utilities like internet, water and heating. Do not forget to advise your household insurance provider (*Haushaltsversicherung*) of your move and take out insurance if you have not already done so. Being prepared will save you many headaches down the road.

Finding a home

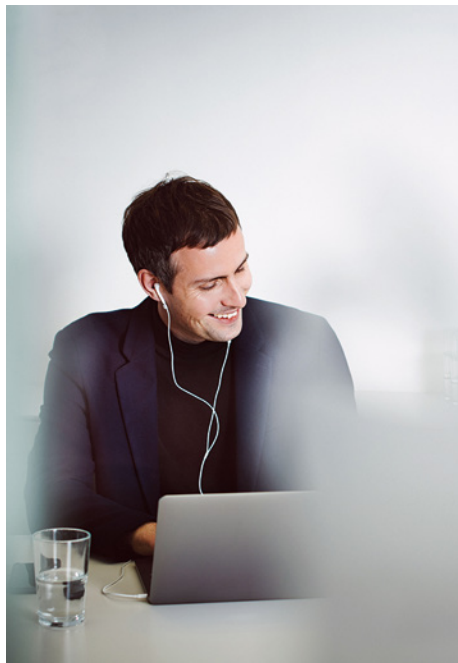
There are various options available to help you find a place to live in Vienna. If you are starting off in the city, you can contact estate agencies that will help you find a flat or a house that matches your needs. You can also try out online forums where private individuals and property management services advertise their offers (see the “Accommodations” section on page 60).

Energy

In the unlikely event that electricity and gas are included in your rent, you will not have to worry about anything. However, tenants are typically expected to choose an energy supplier. Although all the tenants in a building are connected to the same electricity source and gas main, there are competing providers. If you are renting, ask your landlord or property management service (*Hausverwaltung* or *Hausbesorger*) for a recommendation.

Water

Vienna takes pride in the pure quality of its tap water, which originates from Alpine springs. You will be charged a flat rate for your water, which is collected along with your building service charge.



Telecom and Wi-Fi

Just like the energy market, Vienna's telecom market is fairly competitive. Most providers bundle internet access, cable TV and (land-line) telephone services into a package. Although services can be ordered separately, the money saved would be negligible. Make sure to compare prices and offers. Flats typically already have TV, internet and telephone. If not, you can ask the telecom provider to cable the flat – with your landlord's permission if renting.

Television and radio

licence

If you have an appliance that is capable of receiving television or radio transmissions, you are obliged to register the device and pay a licensing fee to Gebühren Info Service (GIS), which turns over most of the proceeds to ORF (*Österreichischer Rundfunk*).

ORF is Austria's public broadcasting corporation that produces both national and regional television as well as radio shows. GIS sends inspectors door to door to check whether users have registered their receivers and, where necessary, impose fines.

As of January 2024, the licensing fees will be charged by household.

Expats in Vienna have formed lots of associations that offer information and a sense of community. Here is one to check out:

www.vienna-expats.at



Don't forget

- 1 to deregister from your previous place of residence and set up mail forwarding,
- 2 to pick up medical prescriptions and any medical records you may need,
- 3 to review the rules for transporting pets (if needed),
- 4 to review the procedure for transporting cars (if needed).

C.

Getting around in Vienna

Navigating public transport in Vienna

Vienna's public transport operator (*Wiener Linien*) provides a great free journey planner – *WienMobil*. Use it to plan your journey from wherever you are. You can select the fastest route or the route with the fewest stops, complete with exact times for changing lines and arrivals. Learn more by downloading the *WienMobil* app to have timetables, maps and tickets at your fingertips:



wienmobil.at

Vienna's public transport is one of world's most technically advanced and efficient networks that has helped to cement Vienna's ranking as the world's most liveable city. It is operated by the *Wiener Linien*, which runs 180 different bus, tram and underground lines (*U-Bahnen*) that carry over 2.6 million passengers a day.

The underground network has 83 kilometres of track, while tramways cover 220 kilometres, making it the world's sixth largest network of its kind. Public transport accounts for thirty-eight percent of passenger travel in Vienna, with the two runners-up being walking and travel by car, in that order.

Tickets and passes

Depending on your needs, you have a number of options available. You can buy passes for 24, 48 and 72 hours. Weekly, monthly or yearly passes are also available. Annual passes (*Jahreskarte*) are valid from the first of the month and will cost you just 1 euro per day if you pay for the whole year. You can also pay in monthly instalments, although this will up costs by an extra 0.03 euros per day. With your ticket, you will be able to use all public transport within the 100-Zone, including trams, buses (and night lines), the underground, light rail and the suburban S-Bahn, and travel across the whole city.

In 2021, the Austrian government launched the *Klima-Ticket* initiative. Holders can access all public transport across Austria – from public and private rail to city public transport – with a single ticket. Its available for an annual flat rate that varies depending on age and family status.

Tips for navigating the city

- **Biking:** Vienna has over 1,400 km of cycleways which are well suited for commuters and tourists navigating the city. Since 2022, *Wiener Linien* has offered *WienMobil Rad*, a new e-bike service with 240 docking stations across the city's twenty-three districts.

- **Pedestrians do not always have the right of way:** When there are no traffic lights to tell you otherwise, the tram has the right of way. Before crossing, check to see if a tram (*Straßenbahn* or "*bim*") is coming your way.

- **Children under six ride for free.** From age six, children can ride alone. Children up to the age of 15 ride for free on Sundays, public holidays and during school breaks.

- **Wiener Linien operates on an honour system:** You do not need to present your ticket every time you take public transport. However, agents conduct spot checks, and you will be charged a hefty fine if you are caught.

- **When heading to the airport on public transport, be sure to purchase an extended ticket that is valid outside of Zone-100,** as you will be passing into Lower Austria on the way.

Driving licences

As in most countries, you can get a driving license by taking driving lessons and passing the driving test or by converting a recognized foreign license.

Austria allows drivers from several countries to convert their licenses without having to take a practical test.

For details, check out the Vienna Police Department's website.

- **Converting a valid foreign driving license into an Austrian license:** Depending on the issuing country, non-EEA licences are valid for six months. Should you decide to convert your license, you will have to present a valid licence at the time of your appointment.

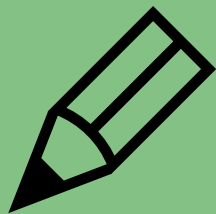
At your appointment with the Motor Vehicle Department (*Verkehrsamt*) you will have to present:

- Two copies of your old driving license
- If necessary, proof of having passed the driving test
- A translation of your driving license if it is not already in German
- A medical certificate

For more information on the *Klimaticket*:

klimaticket.at/en





Your digital signature

Another electronic ID all Austrian residents should get is the mobile phone signature or the citizen card (*Handysignatur* and *Bürgerkarte*). You can then use them to conveniently log on to essential online services for various purposes, including tax filings or the submission of bills from private physicians to public insurers for partial reimbursement.



🌐 handy-signatur.at

● **Getting a driving license:** To obtain a license, you will be obliged to take and pass a theoretical and a practical test. You can start taking driving lessons at the age of 17. However, exceptions apply for tractor or moped licences where the minimum age is 15. You will also be asked for a medical certificate from an approved physician.

- **Driving theory:** after 32 lessons, you will be allowed to sit the theory test offered by driving schools throughout the city. It is also important that you complete a first-aid course. Depending on the driving school, the first theory test may be free, but any further attempts will be at a cost.
- **Practical lessons:** All licences require a specific number of practical driving lessons.

Make an appointment with the Motor Vehicle Department, and bring the following with you:

- Completed application form (if not previously submitted)
- Medical certificate issued by a physician approved by the Vienna Police Department (*LPD - Landespolizeidirektion*)
- Two copies of your passport and the original
- A copy of your Meldezettel
- An EU passport size photo (335 mm x 45 mm)

Driving test: The 45-minute test includes a vehicle check, driving on residential streets with parking and finally driving on the motorway or in the city centre.

Information on converting your license:



🌐 oesterreich.gv.at/en/themen/dokumente_und_recht/fuehrerschein/3/Seite.040500.html

Important terms when driving in Austria:

✓ Vignette

If you own or rent a car or motorcycle and wish to drive on any of Austria's motorways or federal roads, you will need to purchase a vignette to legally use the motorway or road. Vignettes are available at most petrol stations, tobacco shops and online.

✓ Parkpickerl

If you own, rent or drive a company car and plan to park in your neighbourhood, you will have to apply for a permanent parking sticker called *Parkpickerl* specifically for the district you live in, with some exceptions. You can apply online.

✓ Parkschein

If you park in a temporary parking zone (*Kurzparkzone*) you need to buy a parking ticket called Parkschein, which can be purchased online as well.



🌐 asfinag.at/en/toll/vignette
 🌐 wien.info/en/travel-info/to-and-around/parking-354928



D. Taxes



Nothing is certain in life except death and taxes. The good news is: you usually get what you pay for in Vienna. The city's infrastructure is state-of-the-art, it invests in art and culture, public schools and kindergartens are free, and parents receive support for every child. The list goes on.

If you are employed, personal income tax is deducted directly from your gross salary and paid to the tax authorities directly by your employer. Social insurance contributions are paid by both the employee (*Sozialabgabe*) and the employer (*Lohnnebenkosten*). Income tax is assessed on the basis of a progressive formula, and the amount payable depends on the amount of taxable income in a year.

If you are a pensioner and receive over 12,000 euros in annual income, you are liable to pay taxes. However, any taxes payable go directly into the pension insurance fund.

Self-employed persons such as freelancers, business owners or tradespeople pay income tax to the Federal Ministry of Finance. Social insurance, too, is compulsory and contributions are calculated based on gross annual income.

Your individual assessment basis is the sum total of the following types of income:

- from agriculture and forestry
- from professional and other independent services
- from an active trade or business
- from employment
- from investments, including interest, dividends and capital gains
- from rent and royalties

Did you know?

→ Value added tax is between 5% and 20% (some products are exempt from VAT).

→ Corporate tax is 25% (planned reduction to 23%).

E. Social security

The Austrian welfare state offers both social insurance and income management. Benefits include sick pay, family allowances and direct payments to families with children.

Austria's statutory social security system casts a wide net of coverage, including travel to EU/EEA member states, health insurance, incapacity for work, maternity leave, unemployment, old age, accidents, nursing care and social hardship. It provides insurance during unemployment, needs-based minimum benefits and family support.

Social insurance is administered by various insurance funds across the country and governed by public law. Employees whose salary is above a certain limit, including part-time employees and the self-employed, pay into pension, health and unemployment insurance plans. Contributions are paid either by your employer or, in the case of self-employment, by yourself.

The social security system is based on the following principle: earners with higher incomes pay higher social insurance contributions to support lower income earners.

See pages 48–51 for more information about health insurance.

All insured people have access to partial benefits, although they may need to fulfill specific conditions to be eligible.

Types of insurance

Insurance is compulsory for all self-employed persons or persons in paid employment and their dependents. Some groups, including the marginally employed, are subject to compulsory insurance only in some cases.

Benefits

Insured persons are legally entitled to some, but not all, benefits (provided they fulfil the entitlement conditions).

Funding

The programme is funded by income-based insurance contributions and state support.

F. Public healthcare and e-card

In Austria, healthcare is based on solidarity and compulsory insurance, which ensures that the system remains affordable and accessible because nearly everyone is obliged to contribute.

Roughly 78% of total healthcare spending in Austria is covered by public funds, accounting for about 11% of the national GDP. The price is worth it: In Austria, nearly everyone is insured: 8.65 million people (98.75% of the population), whether unemployed, self-employed or registered by their employer. If you do not have insurance, church-owned hospitals and clinics operated by the Austrian Red Cross and other organisations offer free services.

upload prescriptions electronically, so you pick up your recurring prescriptions hassle-free from the local pharmacy. Although your data is protected, you can choose to opt out of the ELGA system. You can access the ELGA portal any time to check your personal records.

General practitioners

GPs (*Hausarzt*) who have contracted with a public health insurer provide primary healthcare services, including check-ups, vaccinations, and write prescriptions (*Rezept*). You are free to see a private GP for longer consultations on a fee-for-service basis if you wish. To find a physician under contract with public health insurers, look out for *Alle Kassen* or *Kassenarzt*.

Having a general practitioner is important in Austria's healthcare system. As they will be your first point of call whenever you experience illnesses with mild symptoms, you are well advised to find a physician you feel comfortable with and, ideally, close to where you live.

In addition to providing annual physical check-ups, GPs sign sick leave slips (*Meldung des Krankenstandes*) and provide you with referrals (*Überweisung*). Referrals for specialised treatment, specialist consultations and examinations such as allergy

E-card

Everyone covered by public health insurance, including co-insured family members, receives an e-card – a smart chip card you will need to present for all your healthcare consultations. The e-card serves as proof of your insurance status and gives healthcare professionals access to your Electronic Health Record (ELGA). E-cards are not issued to residents who only have private insurance.

Carry your e-card with you at all times, as it gives you universal access to Austria's world-renowned system of public hospitals, physicians and treatment centres across the country.

With the e-card, physicians and pharmacists can check what medicines you are already taking and thus help to prevent any adverse effects resulting from incompatibilities. It also allows your physician to

tests or radiology services are not necessary, but they ensure that your health insurance covers most or all of the costs.

Employees versus self-employed

In most cases, your employer or university will automatically have you insured with the Austrian Public Health Insurance (*Österreichische Gesundheitskasse* or *ÖGK*).

Self-employed persons, business owners and freelancers are insured with the Social Insurance Institution for the Self-Employed (*Sozialversicherung der Selbstständigen* or *SVS*) and have to take out insurance directly through one of the SVS offices. You can co-insure your spouse, registered partner or children.

Freelancers and new self-employed

Are you unsure whether you qualify as a freelancer? SVS provides a set of guiding questions to help you find out. Ultimately, the regional health fund determines your status. New self-employed persons (*neue Selbständige*) are subject to Austria's new severance pay regulation and include artists, writers, freelance journalists, self-employed psychologists, self-employed psychotherapists and physiotherapists, self-employed nurses and active business partners who do not yet have public insurance.

For more information please see:

www.svs.at



Check out this website for more information, telephone numbers and links in English:

www.expatica.com/at/healthcare/healthcare-services/austria-mental-health-109300



Read up on Austria's electronic health record system:

elga.gv.at/en/about



Scan this QR code for detailed English-language information about the Austrian e-card system:

www.chipkarte.at



Co-insurance

If you live in Austria, your dependents will receive the same benefits if they are resident in Austria – often free of charge.

Dependents include:

- Spouses and registered partners
- Children born in wedlock, legitimised or adopted
- Children born out of wedlock of a female insured person, provided parentage is established
- Stepchildren and grandchildren permanently living in the same household as the insured person
- Parents living in the same household
- Life partners who have been living together for at least 10 months

Mental health

Vienna has psychotherapists, psychiatrists and offers many forms of social support, both for acute needs and long-term care.

G. Private health insurance

If you prefer a single hospital room or you plan to consult elective physicians regularly, it makes sense to invest in supplemental health insurance.

Medical care is generally excellent in Austria, but supplemental private health insurance provides a higher level of comfort and covers some or all of the fees charged by private specialists, or costs of some specialist treatments and procedures.

Private insurance

- Inpatient benefits at hospital:
 - Single or double room in a hospital
 - Access to public and private hospitals
 - Access to the chief physician or physician of choice
 - In-room amenities including TV, internet access, private bathroom and private shower
 - Flexible visiting hours
 - Wider choice of meals
- Outpatient benefits:
 - Physician of choice paid for by the private health insurer
 - No waiting periods for medical treatment
- Other benefits (if applicable):
 - Comprehensive dental plans, including implants and oral hygiene



IV. Work and Life

Some arrive as tourists and fall in love with the place, others come to work, for their studies or in search of better opportunities. Regardless, Vienna is growing rapidly. Over the past five years, the city has welcomed 150,000 people, which roughly equals the population of Oxford, England. Austria itself has gained half a million new citizens over the last decade, and its population is set to pass the nine million mark by 2025. In part, the city's impressive growth is a testament to the outstanding quality of life it offers. With a population of 1.92 million, however, this city which puts its unhurried, laid-back *Gemütlichkeit* above everything else is facing new challenges.

Vienna's affordable cost of living and high quality of life attracts students, new hires and families. On average, rents are 65% lower than in New York and a single person will spend an estimated 786 euros in monthly costs (excluding rent).



A.

Job search and employment

Finding work is rarely easy, but Vienna's economy offers many jobs for skilled and highly skilled professionals – though German is often a must. As in any country, building a network will help you to find employment in higher-level management or in a specific industry.

Job search

In addition to professional international networking platforms such as LinkedIn or Xing and sector-specific job boards such as unjobs.org, Austrian companies often post jobs on regional platforms. Again, German language skills are likely a requirement, especially for office jobs – though this is less true among startups.

For example:
www.karriere.at
jobs.derstandard.at
job.kurier.at
startup.jobs/locations/austria
hokify.at



B.

Remote working in Vienna

Working remotely has become more common in Vienna, and it is good to know your options whether you are self-employed or working for a large company.

Home office is often defined as an arrangement where an employee performs all work duties from home. Home is understood to be either your private place of residence, a secondary residence or the home of a close relative or partner. It does not include co-working spaces, public parks or coffee houses.

Any arrangement where a full-time employee works from home must be agreed with the employer. There is no legal requirement to work from home, nor a legal entitlement to work from home. There is no need to sign an agreement, but having one is recommended in the event that evidence is required.

Employees working from home for Austrian companies are subject to the Employee Liability Act. The employer is responsible for the health and safety of an employee in their home office and must ensure compliance with occupational safety and health law. Activities undertaken in your home office are also covered by statutory accident insurance.

Employees require equipment to fulfil their duties and are entitled to reimbursement for expenses. Hence, employers are obliged to provide a laptop, telephone and internet connection. If employees use their own laptop or internet connection, they must be paid compensation in the form of a flat rate. The amount of such compensation is calculated on a case-by-case basis.

In terms of expenses, employees can deduct up to 300 euro per year in

self-reported costs for the purchase of various items, including ergonomic furniture.

If you are working remotely in Vienna for a foreign company, your company is obliged to pay the non-wage labour costs into the Austrian social security system. This makes the employee eligible for Austrian health insurance and other social security benefits.

C. Starting a business in Vienna



Are you planning to start a company in Vienna? Stop by the Vienna Business Agency for an individual consultation or to attend group seminars and workshops – some of which are held in English!

Five common types of companies

- Sole proprietorship
- Private limited liability company (*GmbH*)
- General partnership (*OG*)
- Limited partnership (*KG*)
- Association (*Verein*)

How are you involved in a startup?

- **Sole proprietor (*Einzelunternehmer*):** You are the company's only decision-maker and are personally liable for financial losses with your private assets.
- **Fully liable partner (*Komplementär*):** You are part of a limited partnerships and bear personal liability for any financial losses incurred by the company.
- **Limited partner (*Kommanditist*):** You are a partner in a limited partnership, but assume only limited fiscal responsibility for financial losses incurred by the company.
- **Managing director (*Geschäftsführer*):** Legally and financially, you have limited liability for financial losses. You share the risk with the company's other managing directors.

- **Shareholder (*Gesellschafter*):** Unless you hold one of the above-mentioned roles, your financial liability is only for the amount of money you invest in the company.

The process of setting up a company in Vienna is similar for all types of legal entities, with some minor differences. You may have to file paperwork in person or ask a notary to verify documents, but some steps can be taken care of digitally.

Corporate income tax and founding a business

- **Corporate income tax (*Körperschaftsteuer*)** is payable at a standard rate of 25%. For shareholders, profit distributions are subject to a withholding tax of 25% for corporations and 27.5% for other recipients.

● To incorporate a limited liability company (*GmbH*), you are required to have 35,000 euros in capital contributions. In the first five years of operation, a minimum of 125 euro in corporate income tax is payable once every quarter. Furthermore, employees must be registered with social insurance before they start to work.

- In 2014, the government introduced a scheme with incorporation privileges with a lower capital requirement for startups (*Gründungsprivilegierte GmbH*). In a privileged entity, at least 10,000 euros in capital share must be provided by each shareholder.

How to set up your own business:

- 1 **Startup consultation:** Business founders can seek advice about legal alternatives available to them, but there is no obligation to do so.
- 2 **Business declaration:** When registering your business (not necessary in case of self-employment or sole proprietorships), you need to meet a number of conditions before you can enter your business in the Companies Register (*Firmenbuch*). To declare your business electronically, use GISA, the Austrian Business Licence Information System. It allows you to manage your businesses declaration matters electronically.
- 3 **Trade and business licence:** The *Gewerbeberechtigung* verifies your expertise in a trade if that trade mandates a licence.
- 4 **Business registration:** Businesses can be registered at the Austrian Federal Economic Chamber (*WKO*) or a local district authority. They must also be entered in the Commercial Register (*Handelsregister*).
- 5 **Social insurance:** Self-employed residents in Austria start to pay public social insurance once earnings exceed a certain level. Your registration for social insurance is processed together with your application for a business licence.

- 6 **Tax number:** Once your business declaration has been confirmed, the Finance Ministry (*Finanzamt*) will give your business a nine-digit tax number (*Steuernummer*) and an eight-digit VAT number (*UID-Nummer*). You can get a VAT by completing the U15 form and uploading it to the Ministry of Finance's website.

For advice, please contact the Vienna Business Agency.

Vienna Business Agency
Mariahilfer Straße 20
1070 Vienna

+43 1 25200
startup@wirtschaftsagentur.at



WEBSITE:
viennabusinessagency.at

Information on starting a business in Vienna:



investinaustria.at/en/doing-business/starting-a-business-in-austria

D. Banking

Opening your bank account

1. Most commercial banks require you to come in person and present a valid photo ID (e.g., passport, driving licence) and your residence registration form (*Meldezettel*). Non-Austrians are required to present either their passport or identity card to open an account.

2. In some cases, you may need to show proof of employment or your student status, depending on the type of service you require.

3. Online-only banks (also known as neobanks) often have fully digitalised processes to open an account. These merely require photo identification and access to an online camera.

Austrian banks are historically organised into trade associations for the different sectors. This structure is still in place, but the banks' business models vary only slightly.

Austria's banking system is universal and caters comprehensively to retail, commercial and investment clients. Multi-layered and flexible, the system is risk-averse and adaptable. Since the early 1990s, Austrian banks have gradually expanded into virtually all CEE and SEE countries – in part due to their geographical proximity but also on account of historical ties.

Services

Austria, and its capital Vienna, are home to one of the EU's densest banking networks. Most residents in Vienna have a current account (*Girokonto*), which typically provides both in-person and mobile banking options. Nearly all banks in Vienna offer savings accounts (*Sparkonto*) as well. If you are in the market for larger credit limits or loans, they are typically contingent on your income level. To apply for a micro-business loan, you will frequently be asked to present a detailed business plan.

Payments and withdrawals

Vienna-based banks usually offer debit cards (*Bankomatkarte*) and credit cards (*Kreditkarte*) along with the current account. In Vienna, many shops and restaurants accept card payments. Some still only accept cash. Cash machines are available across the city, both inside and outside of banks.

Fees

Fees depend on your bank. Depending on the type of account and card you use, most banks in Vienna charge a monthly fee. Recently, online banks have been on the rise. They allow users to take care of their banking needs without having to go to a physical bank location and charge no transaction or withdrawal fees for their services.



E.

Accommodations

Famous for their beautiful architecture, Vienna's residential properties are sought-after investments – although many of the city's tenants benefit from rent control and social housing.

Compared to other European cities of a similar standard, Vienna combines a good quality of life with relatively low living costs. Various property types come with different regulations. Houses and flats are classified according to their architectural features and types of ownership or rental agreement. Vienna has a number of organisations that defend tenants' rights.

- **Old buildings (*Altbau*):** Flats built before 1945 and rental units built before 1953 are Altbau. Altbau rentals fall under the Austrian Tenancy Act, which favours tenants as it limits the length of tenancy agreements and sets maximum rents.

- **New buildings (*Neubau*):** Neubau flats have modern structural features, such as lower ceilings, and thus have lower energy costs.

If you meet specific criteria, you apply for subsidised public housing, which accounts for 24% of all housing available in Vienna. All EU, EEA and Swiss nationals are eligible, while third-country nationals are only eligible if they have been granted long-term residence, meaning they must have a permanent Austrian residence permit.

You can use the services of a real estate agent to assist in your search. They

may have access to flats that are not publicly listed. The Vienna Business Agency's Expat Center will be happy to help you find an agent who speaks your language.

Alternatively, people fluent in German can consult any of the many online real estate platforms. Please note that real estate agent fees, both for rentals and purchases, are set by the law.

Buying property

Whether buying property for personal use or as an investment to lease out, special regulations apply to non-Austrians. While the legal standing of EU and EEA citizens is similar to that of Austrians, third-country nationals first need to obtain an official permit from the municipal department (MA 35). The permission process can take up to six months for third-country nationals. Typical prerequisites are that the purchase is of social, macroeconomic or cultural interest and will not negatively affect national interests.

When buying property, you will want to use due diligence. The following points should be considered throughout the process:

- **Land registry (*Grundbucheintragung*):** a register where all the information about a specific property is recorded.

- **Energy performance certificate (*Energieausweis*):** this certificate provides information on the heating and energy a property is expected to use.

- **Property owners' association (*Eigentümergeinschaft*):** you can get information, such as whether substantial repair work is planned on a specific building, by attending the meetings and using the resources of this association.

- **Property management (*Hausverwaltung*):** The job of a building manager is to sort out all kinds of problems and issues for you, including repairs and housekeeping issues. Building managers supervise the day-to-day operations of commercial or residential buildings. They ensure that the property is properly maintained and safe for residents to live in.

Building service charges

Whether you rent or you buy, you will pay monthly building service charges (*Betriebskosten*). These cover electricity, water and maintenance for common areas (corridors, lifts, etc.) as well as (cold) water service and rubbish removal. It does NOT typically cover the energy costs of individual units.

F. Marriage and registered partnerships

Marriage

Congratulations on tying the knot with your partner. In Vienna, you have the option to either marry or enter into a civil partnership at a venue of your choice or at one of the city's seven registration offices.

For non-Austrians who wish to marry in Vienna, there are a few administrative steps to consider. Official documents may require both local notarisation and an apostille from your home country to ensure international recognition. Furthermore, documents from your country of origin will need to be translated by a certified translator.

Same-sex couples have been allowed to marry in Austria since 2019.

The City of Vienna offers advisory services, including the processing of your paperwork and assistance in choosing a venue, and will help you plan your wedding. Of course, the city has plenty of wedding planners, private venues, caterers and entertainment options.

G. Having children

Over recent years, Vienna has become one of the world's child-friendliest cities, with plenty of safe, fun, educational and outdoor offers for babies, toddlers and kids of all ages. Here are some main things to consider when having children.

Community

Moving to a new city is never easy. However, Vienna offers plenty of opportunities for you and your family to build a community and learn from your peers how to ensure that your relocation to Austria is as smooth and friendly as possible.

Childbirth

In Vienna, you have access to Austria's world-class healthcare services, including paid maternity (or paternity) leave for up to three years. Vienna has accomplished healthcare professionals, offers a wide variety of birthing options and enjoys a reputation as one of the planet's most baby-friendly cities. There are also many social and support groups for parents.

You have different options of giving birth in Vienna: Either you plan for an inpatient birth, for which you will need to stay in hospital for four to seven days, or for an outpatient delivery, in which case you will be discharged after between three hours and two days of delivery. You can also organise a home birth. If you have private health insurance, you have the option of giving birth in a private clinic.

Adoption

Adoption in Vienna is strictly regulated to protect the child's wellbeing. The adoption process is managed by MA 11, Youth and Family, and official websites state that, due to the application volume, would-be parents will likely have to wait two or three years in cases of domestic adoption.

While married people, registered partners and single persons can apply to adopt a child from Austria, couples reportedly have higher chances of success. Except in rare cases, adoptive parents must be at least 25 years old. There is no official maximum age restriction, but fitness and other criteria are taken into account. Kinship/relative adoption of Austrian children are also an option.

The rules around international adoptions are largely determined by the child's home country.

Expats in Vienna have formed lots of associations that offer information and a sense of community. Here is one to check out:

 viennafamilynetwork.com





The amount of childcare allowance depends on which of the two following options you choose:

1. With the *Kinderbetreuungsgeld-Konto*, the flat rate payment is unrelated to your employment situation. Parents can choose the length of time they receive payments: between 12 and 28 months from the birth of the child for one parent, or between 15 and 35 months from the birth of the child when claimed by both parents. The longer the period, the smaller the payments.

2. The income-dependent option (*einkommensabhängiges Kinderbetreuungsgeld*) is for parents who have been employed for no less than six months prior to the birth of the child. Payments are made for only one year from the birth of the child for one parent, or for 14 months when payments are split between two previously employed parents. Payments amount to 80% of your prior income and a maximum of 2,000 euros monthly.

Eltern für Kinder Österreich (Parents for Children Austria) is an association that provides English-language information about fostering and adoption on their website at www.efk.at and offers consultations as well as post-adoption support.

Pre-parental vocabulary

The mother-and-child health booklet (*Mutter-Kind-Pass*) is a record of the medical check-ups required and the steps to take before childbirth and through to the child's fifth birthday. It is issued to you around your 12th week of pregnancy. At this point, you will also receive a vaccination booklet for your child. The mother-and-child health booklet will be renamed parent-and-child booklet (*Eltern-Kind-Pass*) in 2024 and will only be available in digital format.

Maternity protection (*Mutterschutz*): The Maternity Protection Act protects women in the time before and after childbirth. A mother is not allowed to work in the eight weeks before her due date and eight weeks after delivery. This 16-week period is called "*Schutzfrist*". Your employer is not required to pay wages in this period, but your social insurance will pay you a weekly allowance. Women are required to inform employers as soon as they know they are pregnant.

Parental leave

Parental leave (*Karenz*) offers benefits that begin once the maternity protection period ends. During parental leave, you are entitled to a childcare allowance. Paid parental leave can last up to the child's second birthday for one parent. When split between two parents, the length of parental leave is extended by 20%.

Childcare allowance

After childbirth, you are entitled to an allowance (*Kinderbetreuungsgeld*) under Austria's social security scheme. Payment of this allowance does not affect other benefits, such as free kindergartens and schools.

Family allowance

This payment is paid out to parents and takes into consideration the costs parents face when raising children. The purpose of the family allowance (*Familienbeihilfe*) is to equalise burdens for parents across Austria.

All parents are entitled to family allowance regardless of their income, as long as both parents and children live in the same household and permanently reside in Austria. Grandparents, stepparents, foster parents and parents who adopt are also considered parents under the family allowance scheme.

Children are entitled to receive family allowance until they turn 18. Once they turn 18, payment of the family allowance is extended until the child's 24th birthday if a child decides to pursue a university degree or begins training for a profession.

The amount of family allowance depends on the age and number of children. In September, at the start of each school year, parents receive an additional 100 euros for every child aged from 6 to 15. Furthermore, a child tax credit (*Absetzbetrag*) in the amount of 58.40 euros per child and month is paid out along with the family allowance.



H.

Education in Vienna

Decisions about a child's education, at any stage in life, are among the most difficult for parents. Fortunately, public education in Vienna is extremely affordable and has a high academic level, although children will be expected to learn German quickly. For families wishing to continue their children's education in another system (e.g., International Baccalaureate, IB), the city hosts a number of private international schools.

Kindergartens

The City of Vienna subsidises 100% of the kindergarten fees, a great perk for parents living here. Both public and private kindergartens are subsidised! Private kindergartens, however, will charge parents for food and additional services, such as native English-speaking teaching assistants – typically around 250 euros a month. In the private sector, there are many different kinds of kindergartens, and your choice will likely depend on your language requirements, hours of care, age of children accepted and costs.

Most kindergartens will enrol children from ages 1 to 6, but this may vary. The final year of kindergarten (*Vorschule*) is mandatory for children who turn five by August 31.

Public schools

Schooling is compulsory across Austria for children aged six and above and they must attend school for at least nine years. Public schools are free, though they will charge affordable fees for lunch and additional services, such as early drop-off or late pick-up. A school usually has a parents' association, called "*Elternverein*", that may ask families to

make a recommended donation in order to support school festivals, book fairs and the like.

Public schools are taught in German. English is taught as a second language starting in primary school. Other languages (Latin, French, etc.) are taught in secondary school.

Vienna Bilingual Schooling (VBS) is a popular option among parents of bilingual (German/English) children. Several primary and secondary schools around the city have VBS classes where teaching time is allocated evenly between the two languages. Pupils will still be expected to take certain standardized core-subject tests (e.g., maths) in German.

Primary school, called "*Volkschule*", takes four years. Children then enter the lower forms of secondary school (*Allgemeinbildende Höhere Schule, AHS*). The first four years of secondary school are completed either in a *Mittelschule* (which literally translates as "middle school") or the lower forms (*Unterstufe*) of a secondary academic school (*Gymnasium*), both of which last 4 years. The upper forms (*Oberstufe*) of a *Gymnasium* or *HTL* (engineering-focused secondary school) take another four or five years to complete, with various schools focusing either on languages, business, technical skills, arts, sport

For more information on kindergartens, please see:

viennafamilynetwork.com/krippe-kindergarten



For more information on public schools, please see:

bildungssystem.at/en



or other subjects. Each school has its own entry criteria and specialised curricula.

Vienna has several private schools (taught in German), many of which are excellent. These schools generally follow the Austrian curriculum but offer either alternative teaching philosophies (Montessori, for example) or are operated by religious organisations. They charge tuition and other fees.

The Austrian *Matura* (school-leaving certificate) is awarded following successful completion of standardised examinations at the end of the 8th year in secondary school and is a prerequisite for university entrance.

International private schools

There are several internationally accredited schools in and around Vienna that offer the IB programme or other diplomas in addition to the standard Austrian *Matura* (school-leaving certificate). These include schools following the U.S. American, French, Japanese and other systems. Most are day schools, though some have boarding options. They charge private tuition and other fees and prepare children for entrance into international universities.

University and higher education

Vienna hosts dozens of public and private tertiary education institutions. The University of Vienna (*UniWien*), as well as universities of technology (*TU*), natural resources and life sciences (*BOKU*), medicine (*MedUni Wien*), veterinary medicine (*VetMed*), economics and business (*WU*), applied arts (*die Angewandte*), fine arts (*die Akademie*), and music and performing arts (*mdw*) are among the largest and attract many foreign students.

While the language of study is usually German, many degree programmes – bachelor's, master's and PhD or equivalents – offer English-language tracks. With around 200,000 students enrolling each year, Vienna can truly call itself an international university city with a rich talent and innovation pool that can be tapped by the growing life science, startup and high-tech industrial sectors.

Tuition at public universities is heavily subsidized, while private institutions charge varying fees.

For a list of international schools in Vienna, see:

wien.gv.at/english/education/internatschool.htm



For a list of tertiary educational institutions, please see:

wien.gv.at/english/education/tertiary-education



For an overview on tuition fees, see here:

studyinaustria.at/en/study/tuition-fees



I.

Learning German

Austria offers a wide range of continuing education programmes, whether you wish to learn a language, pivot your career, prepare yourself for the job market and more.

A whole slew of providers have continuing education programmes to fit your busy schedule and support a wide range of interests. Universities, extension schools, state-run institutions, private academies and many licenced institutions all offer continuing education. There are also many ways to get such courses funded, so make sure you do your research before signing up!

Learn German

Learning German is essential if you wish to integrate fully into Vienna's life and culture. The Austrian Integration Fund has an overview of the courses they offer in different languages. The University of Vienna and other institutions provide a wide range of German courses for anyone over the age of 16.

Adult education

The Austrian Public Employment Service (AMS) offers courses to bolster your qualifications and help you develop new skills. They also support unemployed people, first-time employees, job seekers and recent graduates in finding training and employment.

As an employee in Austria, you have the possibility of taking educational leave (*Bildungskarenz*) for up to 12 months in agreement with your employer. During *Bildungskarenz* you can enrol in a training module or course of at least 20 hours a week.

J.

Leisure

Vienna is full of narrow, winding streets with new and age-old stories, hidden secrets and lots of bistros and restaurants from around the globe.

📍 Old General Hospital

Vienna is home to the Old General Hospital (*altes AKH*), a sprawling 18th-century Habsburg estate that is now home to the University of Vienna campus. The campus has ten courtyards, houses over three dozen university departments and has its own strip of bars, cafés and restaurants.

📍 Nibelungenviertel

The Nibelungenviertel in Vienna's 15th district is another neighbourhood worth exploring. Shaped by Vienna's fin-de-siecle and inter-war periods, it has plenty of Jugendstil and Red Vienna architecture, exhibition spaces like Galerie Art and Pool Vienna, and the busy Hütteldorfer Straße – home to popular bike shops, a craft beer pub, charming family-run shops selling wooden toys and knick-knacks, and eateries that dish up food from most corners of the world.

📍 Franziskanerviertel

Franziskanerviertel in Vienna's first district, one of the city's oldest areas, is not just for tourists. It has lots of antique and curiosity shops, such as Die Vermischte Warenhandlung, as well as coffee and entertainment opportunities lined with venues such as Kleines Café and the music hall Ronacher.

📍 Farmers' markets

Vienna's streets are brimming with permanent and pop-up markets that offer seasonal and fresh produce, fish, meat, spices, organic wine from the region and more. Popular markets open on Saturday mornings at Naschmarkt, Kutschkermarkt, Meidlingermarkt, Brunnenmarkt on Yppenplatz, Karmelitermarkt and Rochusmarkt. The city also has lots of flea markets with varying opening times and locations – a fantastic opportunity for antiquing.

📍 Danube Island

With a length of 21 kilometres, the Danube Island is a recreational park located right in the middle of the Danube River that is accessible by public transport, bicycle and on foot. It was built in the 1970s to protect the city from flooding. The island is a great spot to swim, bike, rollerblade or spend a leisurely afternoon escaping the city's hustle and bustle.

📍 Nussberg

Nussberg is another recreational area open to the public with some of the best vineyards in Austria. It is also home to a large part of Vienna's organic produce farms.

Shopping streets

● **Neubaugasse:** Located at the heart of Vienna's young and long-established artistic seventh district, Neubaugasse offers boutique and sustainable fashion shops, artisanal cafés and a weekly flea market.

● **Schleifmühlgasse:** Tucked into a side street off the popular Naschmarkt, Schleifmühlgasse has a wide assortment of restaurants, coffee shops, ice cream parlours, galleries and second-hand shops.

● **Servitengasse:** Equipped with a chocolate manufacturer, a third-wave coffee shop and endless opportunities for an aperitivo, Servitengasse will keep you busy on a long weekend day.

● **Mariahilfer Straße:** This is a younger, contemporary and affordable shopping street where the city's youth flock to. It is home to the trendiest labels and their shopfronts.

● **Kärntner Straße:** Kärntner Straße is a long pedestrian shopping street with everything from Swarovski flagship shop to a Peek & Cloppenburg outlet.

For children

● **Natural History Museum:** The museum's collection dates back 250 years. You will find skeletons of multiple dinosaur species, a hall of mammals with a Tasmanian tiger, a brown-throated sloth and a Javan rhinoceros. The museum also houses the world's largest collection of meteorites.

● **Schönbrunn Zoo:** A wonderful destination that is only a few underground stations away from the city centre. As the world's oldest zoo, it was established by the Habsburgs in the family's Schönbrunn Palace Park, a popular place for windy walks amid carefully trimmed hedges. The zoo boasts over 700 endangered species,

including Siberian tigers, pandas, koalas and polar bears.

● **Haus des Meeres:** Vienna's Aqua Terra Zoo – housed in one of the city's former anti-aircraft gun towers built by the Nazis in World War II – is now home to fish, crocodiles, poisonous snakes, sea turtles, birds and monkeys and offers a lovely place to take your children, or even a date.

● **Vienna Museum of Science and Technology:** The permanent collection shows how technology has shaped us over the decades and centuries. Temporary exhibits cover nature, astronomy, heavy industry, physics, musical instruments, transportation and energy. Again, fantastic for all ages.

● **Prater:** For miles beyond the famous amusement park, you will find playgrounds, lakes, bicycle lanes, horse-riding trails and even the opportunity to collect chestnuts if the time is right – and all of it is free.

● **Zoom Kindermuseum:** This is an interactive children's museum where children can conduct experiment and attend workshops.

For more information on family-friendly things to do, shopping streets and markets in Vienna, visit Vienna Info:

wien.info/en/shopping-wining-dining/markets



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	WORD	CATEGORY	TRANSLATION, EXPLANATION	PAGE
A	Absetzbetrag, der	Family	Tax credit	65
	Altbau, der	Housing	Old buildings, for which special rules apply	60
	AMS, das (Arbeitsmarktservice)	Business and employment	Public employment service, conducts skills training and disburses unemployment benefits	28, 68
	Anmeldebescheinigung, die	Work and residence	Registration certificate that EU/EEA and Swiss citizens must apply for when moving to Austria	25
	Aufenthaltskarte, die	Work and residence	Residence card, which also serves as valid government ID	25
B	Bankomatkarte, die	Banking	Debit card for use at a "Bankomat", which is a cash machine or ATM	58
	Beschäftigungsbewilligung, die	Work and residence	A work permit for which the prospective employers of certain foreign residents, e.g. students, can apply.	28, 29
	Betriebskosten, die	Housing	Building service charge	61
	Bildungskarenz, die	Business and employment	Educational leave	68
	Bim, die	City infrastructure	Slang for a Straßenbahn, or tram	41
E	e-card, die	Health	Health insurance card, which provides healthcare providers with access to electronic health records	48
	Eigentümergeinschaft, die	Housing	Owner's association	61
	Einzelunternehmer, der/ Einzelunternehmerin, die	Business and employment	Sole proprietor	56
	Energieausweis, der	Housing	Energy performance certificate (for a building or unit)	61
	Entsendebewilligung, die	Work and residence	Posting permit, a form of temporary work permit	28
F	Familienbeihilfe, die	Family	A benefit paid by the Finance Ministry	65
	Finanzamt, das	Business and employment	The customer-facing arm of the Finance Ministry, in charge of tax administration	57
G	Geschäftsführer, der/ Geschäftsführerin, die	Business and employment	The managing director with limited liability for financial losses	56

	WORD	CATEGORY	TRANSLATION, EXPLANATION	PAGE
	Gesellschafter, der/ Gesellschafterin, die	Business and employment	Shareholder or partner in a partnership	56
	Gewerbeberechtigung, die	Health	Business licence, also known as a Gewerbeschein	57
	Girokonto, das	Banking	Checking account	58
	Grundbucheintragung, die	Housing	Land or deed registry	60
H	Hausarzt, der/ Hausärztin, die	Health	Literally "house doctor", this term refers to your primary GP	48
	Hausverwaltung, die	Daily life	Property management company paid by the owner(s) of a building or unit to handle maintenance, repair and sometimes development	38, 61
J	Jahreskarte, die	Transportation	Literally "annual ticket", e.g., for Vienna's public transport network	41
K	Karenz, die	Family	Parental leave	64
	Kassenarzt, der/ Kassenärztin, die	Health	A physician that accepts public health insurance. They may also say they take "Alle Kassen", or any insurance	48
	Kinderbetreuungsgeld, das	Family	Childcare allowance, a social security benefit meant to replace income lost due to parental leave	64, 65
	Klimaticket, das	Transportation	Literally "climate ticket", an annual ticket to ride any railways or intra-city public transportation in Austria	41
	Kommanditist, der/ Kommandatistin, die	Business and employment	Limited partner in a limited partnership	56
	Komplementär, der/ Komplementärin, die	Business and employment	Fully liable partner in a limited partnership	56
	Kontingentbewilligung, die	Work and residence	Quota permit, a form of temporary work permit	28
	Körperschaftsteuer, die	Business and employment	Corporate income tax	57
	Krankenstand, der	Health	Certified sick leave, usually provided by your Hausarzt	48
	Kreditkarte, die	Banking	Credit card	58
L	Lohnnebenkosten, die	Business and employment	Ancillary payroll or wage costs paid by the employer	46

	WORD	CATEGORY	TRANSLATION, EXPLANATION	PAGE
M	Magistratsabteilung, die	Daily life	One of Vienna's municipal departments, usually shortened to MA and pronounced "Emma"	25
	Meldezettel, der	Work and residence	Certificate of registration for your place of residence, required by Austrian law	31, 36
	Mutter-Kind-Pass, der	Family	Literally "mother-child-booklet", an official document for pregnant mothers and their newborn child	64
	Mutterschutz, der	Family	Maternity protection period before and after birth	64
N	Neubau, der	Housing	New buildings, for which special rules apply	60
O	ÖGK, Österreichische Gesundheitskasse	Health	Translates to "Austrian Health Insurance", and refers to the fund that serves employees, students and others	49
	ORF, der (Österreichischer Rundfunk)	Daily life	The Austrian Public Broadcasting company, which operates several TV and radio channels, as well as online news	39
P	Parkpickerl, das	Transportation	A permanent parking permit for a specific district in Vienna	43
	Parkschein, der	Transportation	Short-term parking ticket	43
R	Rezept, das	Health	In a medical context, a prescription. (It is also the word for recipe).	48
	Rot-Weiß-Rot-Karte, die	Work and residence	The Red-White-Red Card, the most common form of residence and work permit for expats	27, 28
S	selbständig	Business and employment	self-employed	49
	Sicherungsbescheinigung, die	Work and residence	A pre-work permit issued by the AMS to employers so that they can employ foreign contract workers for up to six months	28
	Sozialabgaben, die	Business and employment	Social security contributions	46
	Sparkonto, das	Banking	Savings account	58
	Steuernummer, die	Business and employment	Tax ID number	57

	WORD	CATEGORY	TRANSLATION, EXPLANATION	PAGE
	SVS, Sozialversicherung der Selbstständigen	Health	The insurance fund that serves business owners, self-employed people and freelancers.	49
U	U-Bahn, die	City infrastructure	Vienna's underground	40
	Überweisung, die	Health	In a medical context, a referral from your general practitioner to a specialist. (It is also the word for transfer).	48
	UID/UID-Nummer, die	Business and employment	VAT/VAT ID number	57
V	Vignette, die	Transportation	A toll sticker for drivers to legally use motorways and federal roads in Austria	43
W	Wiener Linien, die	City infrastructure	Vienna Lines, the public transport network	40, 41

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○ 24-HOUR EMERGENCY NUMBERS

Fire brigade	122
Police	133
Ambulance	144
European Emergency Number	112
Poison hotline	01 406 43 43
Psychiatric emergencies	01 313 30
Women's emergency helpline	01 717 19
Animal welfare helpline	01 4000-8060

For a full list of Vienna's emergency numbers and hotlines, please see the City of Vienna website:



www.wien.gv.at/english/contact/emergency.html

Vienna Business Agency's Expat Center
Schmerlingplatz 3, 1010 Vienna
expatcenter@viennabusinessagency.at