

Home>Your rights>Victims of crime>Compensation>**If my claim is to be sent from this country to another EU country**  
**If my claim is to be sent from this country to another EU country**

Portugal

**Which authority will help me send a claim to another EU country?**

**Commission for the Protection of Victims of Crimes** (*Comissão de Proteção às Vítimas de Crimes - CPVC*).

**What is the role of the assisting authority?**

The 'assisting authority' in Portugal is the Commission for the Protection of Victims of Crimes (*Comissão de Proteção às Vítimas de Crimes - CPVC*), which has the following functions:

Helping to provide the information needed to complete the application/claim;

Forwarding the claims to the deciding authority of the Member State where the crime was committed;

Guiding the claimants if additional documents are required;

Organising a hearing if the deciding authority in the other EU Member State deems this necessary.

**Will this authority translate the supporting documents, if translations are required for the purposes of the outgoing claim? If so, who pays for the translations?**

The documents must be submitted in Portuguese and in English. If they need to be translated, the cost will be borne by the CPVC.

**Are there administrative or other charges to be paid when the claim is sent abroad?**

No.

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