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Jahresmeldung zur Sozialversicherung Entgegennahme

Heruntergeladen am 29.06.2025

<https://fimportal.de/xzufi-services/102684912/B100019>

Modul	Sachverhalt
Leistungsschlüssel	99107064261000
Leistungsbezeichnung I	Jahresmeldung zur Sozialversicherung Entgegennahme
Leistungsbezeichnung II	Report remuneration subject to contributions for employees
Typisierung	1 - Bund: Regelung und Vollzug
Quellredaktion	Bund
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	
Verrichtungskennung	Entgegennahme (261)
SDG-Informationsbereich	Rechte und Pflichten im Bereich der sozialen Sicherheit in der Union (Registrierung als Arbeitgeber, Registrierung von Beschäftigten, Mitteilung über das Ende eines Vertrags eines Beschäftigten, Zahlung von

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	Sozialbeiträgen, Rechte und Pflichten im Zusammenhang mit Renten)
Lagen Portalverbund	Mitarbeiterbezogene Meldepflichten (2030400)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	15.04.2024
Fachlich freigegeben durch	Federal Ministry of Labor and Social Affairs (BMAS)
Handlungsgrundlage	https://www.gesetze-im-internet.de/sgb_4/_28a.html https://www.gesetze-im-internet.de/de_v/
Teaser	If you employ staff, you must report their pay to the social security authorities.
Volltext	If you employ people, you must inform the social insurance company of the pay subject to contributions of all employees. To do this, you must submit an annual report for all employees working for you on December 31 of a year by February 15 of the following year. An annual notification is only not required for employees who are exempt from short-term insurance. If the employment relationship ends in the course of the year or on December 31st of a year, you should report the pay subject to contributions as part of the deregistration. An annual notification is then no longer required. If the employment relationship is interrupted, you must report the earnings subject to contributions as part of the interruption notification. An annual notification is then no longer required for the periods already reported. Like all other social security notifications, you must submit the annual or pay notification electronically. If you use a system-checked payroll accounting program in your company, you create and send the notifications using this program. This is largely automated. Otherwise, you must use a system-checked completion

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	aid to transmit the data to the social insurance, for example the social insurance reporting portal.
Erforderliche Unterlagen	No further documents are required.
Voraussetzungen	• If you are registering for the first time, you will need a company number. You can obtain this from the company number service (BNS) of the Federal Employment Agency.
Kosten	Abgabe: Es fallen keine Kosten an There are no costs.
Verfahrensablauf	Depending on whether you carry out payroll accounting in your own company or have outsourced it, you can prepare the annual return yourself or have it prepared by your external service provider such as a tax consultancy, payroll office or service data center. • If you use a system-checked payroll accounting program, submit the notification from this program with the notification reason "50 annual notification". If you do not have a system-checked payroll accounting program, you can submit the notification using a system-checked completion aid such as the SV-Meldeportal. • If you use the SV-Meldeportal, proceed as follows: Go to the SV reporting portal website. If you do not yet have a user account, register for the first time. Log in with your login details, your ELSTER organization certificate and your company number. Under "Forms", select the "SI notification" tile and then the "Annual notification" form. Select the "50 annual declaration" element. Complete the form. All fields are provided with help texts. A manual is also available. • You will find messages and feedback in your mailbox there. Save the notification electronically or print it out and add it to your remuneration documents.
Bearbeitungsdauer	Acceptance and processing of the transmitted data: within approx. 15 minutes

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Frist	Submit annual registration: by February 15 of the following year at the latest
weiterführende Informationen	https://www.itsg.de/oeffentliche-services/sv-net/ https://www.gkv-datenaustausch.de/arbeitgeber/deuerv/gemeinsame_rundschreiben/gemeinsame_rundschreiben.jsp
Hinweise	• The procedure is different for mini-jobs in private households. For employees who are registered via the household cheque procedure, the annual declaration is prepared by the Minijob-Zentrale. • If you do not submit the annual declaration, do not submit it correctly or do not submit it on time, you are in breach of the regulations and may face a fine of up to EUR 25,000.
Rechtsbehelf	You can lodge an appeal against a fine imposed for a breach of the obligation to register within 2 weeks of notification.
Kurztext	• Annual registration for social insurance Acceptance • Employers must report the remuneration of their employees that is subject to social security contributions • Notification as an annual notification or in the event of deregistration or interruption notification • Notifications electronically with the help of system-tested payroll accounting programs or completion aids such as the SVMeldeportal • Annual notification by February 15 of the following year at the latest • Different procedure for mini-jobs in private households (household check) • No annual registration for employees who are exempt from short-term insurance • Responsible: respective health insurance fund or mini-job center
Ansprechpunkt	
Zuständige Stelle	
Formulare	• Forms available: No • Written form required: No • Informal application possible: No

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	• Personal appearance necessary: No • Online services available: Yes
Ursprungsportal	Jahresmeldung zur Sozialversicherung Entgegennahme, Jahresmeldung zur Sozialversicherung Entgegennahme