

99050012070000, 99050012070000

# Deregister business

Heruntergeladen am 26.06.2025

<https://fimportal.de/xzufi-services/8957943/L100001>

| Modul                     | Sachverhalt  |
|---------------------------|--|
| Leistungsschlüssel        | 99050012070000, 99050012070000   |
| Leistungsbezeichnung I    | Deregister business  |
| Leistungsbezeichnung II   | Deregister business  |
| Typisierung               | 2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug   |
| Quellredaktion            | Hessen   |
| Freigabestatus Katalog    | unbestimmter Freigabestatus  |
| Freigabestatus Bibliothek | fachlich freigegeben (gold)  |
| Begriffe im Kontext       |  |
| Leistungstyp              | Leistungsobjekt mit Verrichtung  |
| Leistungsgruppierung      | Gewerbe (050)  |
| Verrichtungskennung       | Abmeldung (070)  |
| SDG-Informationsbereich   | Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens |
| Lagen Portalverbund       | Betriebsaufgabe und zeitweise Stilllegung (2160100)  |
| Einheitlicher             |  |

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| Ansprechpartner            | Ja  |
| Fachlich freigegeben am    | 01.11.2024  |
| Fachlich freigegeben durch | Hessian Ministry of Economics, Energy, Transport, Housing and Rural Areas   |
| Handlungsgrundlage         | <a href="https://www.gesetze-im-internet.de/gewo/_14.html">https://www.gesetze-im-internet.de/gewo/_14.html</a><br><a href="https://www.gesetze-im-internet.de/gewanzv_2014/_2.html">https://www.gesetze-im-internet.de/gewanzv_2014/_2.html</a><br><a href="https://www.gesetze-im-internet.de/gewo/_14.html">https://www.gesetze-im-internet.de/gewo/_14.html</a><br><a href="https://www.gesetze-im-internet.de/gewanzv_2014/_2.html">https://www.gesetze-im-internet.de/gewanzv_2014/_2.html</a>  |
| Teaser                     | Would you like to discontinue your business, relocate it to a place that falls within the jurisdiction of a municipality other than the one previously responsible, or would you like to change the legal form of your business? Then you must deregister your business.  |
| Volltext                   | <p>If you wish to cease operating your business, you are obliged to deregister your business.</p> <p>The same applies if you relocate the headquarters of your business or a branch office or dependent branch of your company to a new location and this results in the jurisdiction of a different municipality. First deregister your trade or business at the previous location. Then register it again at the new location.</p> <p>If you change the legal form of your business, a business deregistration is also required. You must first deregister your business under the previous legal form. You then re-register your business under the new legal form. If you relocate the headquarters of your business or a branch office or dependent branch of your company to a new location without changing the jurisdiction within the municipality, a business re-registration is sufficient. The deregistration must be carried out by the following persons or their authorized representatives:</p> <ul style="list-style-type: none"> <li>• in the case of sole traders, by the trader themselves,</li> <li>• by the legal representatives in the case of corporations (e.g. GmbH, AG).</li> </ul> |

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In the case of partnerships (e.g. OHG, KG, GbR/BGB-Gesellschaft, GmbH & Co. KG), business deregistration must be carried out by all partners authorized to manage the business.

### Erforderliche Unterlagen

- Copy of identity card or passport with registration certificate, or presentation on site. In the case of electronic business re-registration, depending on the municipality, other suitable and appropriate procedures for establishing identity (e.g. PIN/TAN procedure, the electronic ID function, De-Mail or a self-declaration of identity).
- Copy of the extract from the commercial register if your company is entered in the commercial register (also: register of cooperatives, register of associations)

### Voraussetzungen

- Dissolution of your business or
- relocation of your registered office or the registered office of a branch or dependent branch outside the previous municipality or
- Change in the legal form of your business

### Kosten

The costs are based on the respective administrative fee schedule of the state or on the fee statutes of the authorities responsible under state law.

### Verfahrensablauf

You can deregister your business in person, in writing (e.g. by fax or letter) or electronically.

- If you deregister in person or in writing, you must complete the form "Gewerbe-Abmeldung" - GewA 3 and sign it personally. The "GewA 3" form is available at the office responsible for deregistration or, depending on the service, can also be downloaded.
- The electronic procedure collects the same data as the personal deregistration. However, it is possible to deviate from the form and you do not have to sign it in person.
- The office responsible for deregistration may use suitable and appropriate procedures to establish your identity (e.g. PIN/TAN procedure, the electronic ID function, De-Mail or a self-declaration of identity).
- You will receive a certificate from the authority confirming receipt of your business deregistration.
- The office responsible for deregistration forwards the

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|                              | business deregistration to other offices, such as the tax office, the employers' liability insurance association, the Chamber of Crafts or the Chamber of Industry and Commerce and, if applicable, the registry court.  |
| Bearbeitungsdauer            | If you have filled out the form correctly and your documents are complete, the authorities will confirm receipt of your deregistration immediately if you visit them in person. If you deregister in writing or electronically, you will receive confirmation of receipt of your business deregistration within 3 days.  |
| Frist                        | You are obliged to deregister your business at the time of dissolution of the business or at the time of relocation to the jurisdiction of another municipality or change of legal form.   |
| weiterführende Informationen |  |
| Hinweise                     | If it is clear that the business has been discontinued and you do not deregister your business, deregistration is carried out ex officio.  |
| Rechtsbehelf                 | Pursuant to Section 15 (1) GewO, the office responsible for deregistration must certify receipt of the deregistration notification within three days.  |
| Kurztext                     | <ul style="list-style-type: none"> <li>• Business deregistration</li> <li>• Deregistration of the trade is required if business operations are discontinued, if the registered office or the registered office of a branch or dependent branch office is relocated outside the previous municipality or, if the legal form of the business changes.</li> <li>• If the business is relocated within the area of responsibility of the previous municipality, it is sufficient to re-register the business.</li> </ul> |
| Ansprechpunkt                |  |
| Zuständige Stelle            | Trade office or city or municipal administration at the location of your place of business   |
| Formulare                    | <ul style="list-style-type: none"> <li>• Forms: yes</li> <li>• Online procedure possible: yes (if offered)</li> <li>• Written form required: no</li> <li>• Personal appearance required: no</li> </ul>   |

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|                 | <a href="https://www.gesetze-im-internet.de/normengrafiken/bgl1_2019/j0916-1_0050.pdf">https://www.gesetze-im-internet.de/normengrafiken/bgl1_2019/j0916-1_0050.pdf</a><br><a href="https://www.gesetze-im-internet.de/normengrafiken/bgl1_2019/j0916-1_0060.pdf">https://www.gesetze-im-internet.de/normengrafiken/bgl1_2019/j0916-1_0060.pdf</a><br><a href="https://www.gesetze-im-internet.de/normengrafiken/bgl1_2019/j0916-1_0050.pdf">https://www.gesetze-im-internet.de/normengrafiken/bgl1_2019/j0916-1_0050.pdf</a><br><a href="https://www.gesetze-im-internet.de/normengrafiken/bgl1_2019/j0916-1_0060.pdf">https://www.gesetze-im-internet.de/normengrafiken/bgl1_2019/j0916-1_0060.pdf</a> |
| Ursprungsportal | Gewerbe abmelden, Deregister business  |