

99026006005001, 99026006005001

# Motor vehicle: Replace operating license

Heruntergeladen am 14.06.2025

<https://fimportal.de/xzufi-services/8961838/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99026006005001, 99026006005001
Leistungsbezeichnung I	Motor vehicle: Replace operating license
Leistungsbezeichnung II	
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Hessen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Fahrzeugangelegenheiten (026)
Verrichtungskennung	Erlaubnis (005)
SDG-Informationsbereich	Vorübergehende oder dauerhafte Mitnahme eines Kraftfahrzeugs in einen anderen Mitgliedstaat
Lagen Portalverbund	Transportgenehmigungen (2110200), Fahrerlaubnis und Sachkenntnisse (2110100)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	18.11.2019
Fachlich freigegeben durch	Federal Ministry of Transport and Digital Infrastructure
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/fzv_2023/">https://www.gesetze-im-internet.de/fzv_2023/</a> <a href="https://www.gesetze-im-internet.de/stvg/_5.html">https://www.gesetze-im-internet.de/stvg/_5.html</a> <a href="https://www.gesetze-im-internet.de/fzv_2023/">https://www.gesetze-im-internet.de/fzv_2023/</a> <a href="https://www.gesetze-im-internet.de/stvg/_5.html">https://www.gesetze-im-internet.de/stvg/_5.html</a>
Teaser	If your registration documents are lost or stolen, you must apply for a replacement.
Volltext	<p>If you lose your registration certificate Part I or Part II or if it is stolen, you must report this immediately to your local registration authority.</p> <p>You must then also apply there for a new registration certificate Part I or Part II. In some cases, the registration authority will also require you to submit a sworn statement about the loss of the vehicle document.</p> <p>Note: If you find the registration document you thought you had lost after the replacement document has been issued, you must return the old document to the registration authority as soon as possible.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• valid identity card or passport</li> <li>• for commercially used vehicles: additional proof of ownership</li> <li>• in the event of loss: declaration of loss or affidavit</li> <li>• In the event of theft: confirmation from the police that the theft has been reported</li> <li>• If applicable, existing registration certificate Part I or Part II (formerly: vehicle registration certificate or vehicle registration document)</li> <li>• When replacing the registration certificate Part I, you also need the following for registered vehicles:               <ul style="list-style-type: none"> <li>• Test report on a valid general inspection in accordance with the Road Traffic Licensing Regulations (StVZO)</li> </ul> </li> <li>• Additionally for substitution:               <ul style="list-style-type: none"> <li>• written power of attorney</li> </ul> </li> </ul>

## Modul

## Sachverhalt

- Valid identity card or passport of the authorized person
- Additionally for minors:
  - Declaration of consent and identification documents of the legal guardian

Please check with your responsible licensing authority whether further documents are required or whether some of the documents listed are not required.

Notes: The registration authority may require an affidavit on the whereabouts of the registration document. Many registration authorities offer a form for the affidavit for download. If the registration certificate part II is deposited with a financial institution, ask the registration authority about the procedure.

## Voraussetzungen

Loss of the vehicle document

## Kosten

Registration certificate part 2: EUR 10.20  
 Registration certificate part I: EUR 11.10  
 Depending on the local registration authority, further costs may be incurred.

## Verfahrensablauf

You must apply for a new registration certificate Part I or II in writing or in person at your local registration authority.

- Contact your local registration authority for more information,
  - whether a form is available for download,
  - which documents you need for the procedure,
  - whether you can submit the application in person or in writing by e-mail or post,
  - whether you should appear in person for the application with or without an appointment and whether you have to collect your new papers in person or will receive them by post to your home.
- As a rule, you must appear in person to submit your application. To do this, take the completed form and the required documents to your responsible registration authority.

Modul	Sachverhalt
	<ul style="list-style-type: none"> <li>• If you lose your registration certificate part II:               <ul style="list-style-type: none"> <li>• The loss is reported to the Kraftfahrt-Bundesamt by the registration authority and published in the Verkehrsblatt.</li> <li>• You can only collect the new registration documents or receive them by post after the loss has been published in the Verkehrsblatt with a deadline for submitting the registration certificate Part II.</li> <li>• The registration authority can provide you with information on the expected processing time.</li> </ul> </li> </ul>
Bearbeitungsdauer	This may vary depending on the volume at your local licensing authority: please enquire locally.
Frist	immediately
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> <li>• Operation of vehicles Permit after notification of loss               <ul style="list-style-type: none"> <li>• Loss or theft of registration certificate part I or registration certificate part II</li> <li>• Notification of loss to the competent local registration authority and application for a new copy of the vehicle document</li> <li>• At the request of the vehicle authority: affidavit on the loss of the vehicle document</li> <li>• Processing costs are incurred</li> <li>• Responsible: Vehicle authority in your place of residence or place where your vehicle is registered</li> </ul> </li> </ul>
Ansprechpunkt	<p>Please contact the registration authority in your district or city.</p> <p>The local jurisdiction depends on</p> <ul style="list-style-type: none"> <li>• for natural persons, according to the place of residence of the vehicle owner (main residence according to the identity card),</li> <li>• for legal entities, according to the registered office of the main or branch office; this also applies to partnerships that are entered in the commercial</li> </ul>

Modul	Sachverhalt
	register (e.g. OHG and KG) or for a registered merchant.
Zuständige Stelle	
Formulare	<p>Forms: can be obtained from your local licensing authority</p> <p>Online procedure possible: no</p> <p>Written form required: yes</p> <p>Personal appearance required: varies depending on the local licensing authority responsible</p>
Ursprungsportal	Kfz: Betriebserlaubnis ersetzen, Motor vehicle: Replace operating license