

99115005104000, 99115005104000

Apartment Registration

Heruntergeladen am 15.06.2025

<https://fimportal.de/xzufi-services/8966931/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99115005104000, 99115005104000
Leistungsbezeichnung I	Apartment Registration
Leistungsbezeichnung II	
Typisierung	3b - Bundesaufsichtsverwaltung: Regelung, Land: Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Hessen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Wohnsitz (115)
Verrichtungskennung	Anmeldung (104)
SDG-Informationsbereich	Vorübergehender oder dauerhafter Umzug in einen anderen Mitgliedstaat
Lagen Portalverbund	Hausbau und Immobilienerwerb (1050100), Wohnen und Umzug (1050200)
Einheitlicher	

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Ansprechpartner	Nein
Fachlich freigegeben am	30.09.2021
Fachlich freigegeben durch	Hessian Ministry of the Interior and Sport
Handlungsgrundlage	https://www.gesetze-im-internet.de/bmg/_17.html https://www.gesetze-im-internet.de/bmg/_23.html https://www.gesetze-im-internet.de/bmg/_17.html https://www.gesetze-im-internet.de/bmg/_23.html
Teaser	Anyone who moves into an apartment must register with the registration authority within two weeks of moving in.
Volltext	<p>If you move into an apartment, regardless of whether you move in from another place of residence or within your previous place of residence, you must register with the registration authority.</p> <p>If you are under 16 years of age, the registration is the responsibility of those in whose apartment you move in. Newborns born in Germany are only to be registered if they are admitted to a home other than that of their parents or mother. If you are of legal age and a caregiver has been appointed for you who can determine your stay, he or she is responsible for registering.</p> <p>If you have several apartments in the country, one of these apartments is your main residence.</p> <p>Main residence is:</p> <ul style="list-style-type: none"> • if you are married or in a civil partnership: the main home used by the family or civil partnership. This also applies if you only temporarily live apart from your family or partner. • if you are married or in a civil partnership and permanently separated: your predominantly used apartment. • if you are a minor: the main home used by your parents or foster parents. If they live separately, the main residence is the apartment in which you mainly live.

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- Only if the predominantly used dwelling cannot be determined beyond doubt is the focus of the life relationships to be taken into account. Indications for this are, for example, the type of apartment, personal ties, social and municipal political activities as well as membership in clubs and other organizations.

Each time you register, you must inform the registration authority whether and, if so, which other apartments you have in Germany and which of these apartments is your main residence.

When registering with the registration authority, you must submit a written confirmation from the landlord or a person commissioned by him (landlord's confirmation). Your landlord or a person commissioned by him can also confirm your move directly to the registration authority.

The confirmation of the landlord must contain the following data:

1. the name and address of the landlord and, if he is not the owner, the name of the owner,
2. move-in date,
3. address of the dwelling, and
4. Names of persons subject to reporting obligations pursuant to Section 17 (1) of the Federal Registration Act (BMG).

To register, you must complete and sign a registration form.

If, for certain reasons, you do not want personal data to be passed on by you, in some cases you have the possibility to object to the disclosure. If the corresponding conditions are met, it may also be possible to apply for a blocking of information and transmission.

Erforderliche Unterlagen

- Registration form (may be provided by the

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municipalities for download or pre-filled)

- Identity card and/or passport as proof of identity and to change housing details
- Landlord's confirmation or corresponding assignment characteristic

The following data or documents are additionally required by

- Persons arriving from abroad: the last residential address in Germany (confirmation of registration, day of moving in and out)
- supervised persons: written power of attorney or supervisor ID
- Persons who cannot appear themselves: written power of attorney and identity documents of the person to be registered

Spouses, life partners and family members with the same immigration data (date of arrival and previous and current residences) should jointly use a registration form.
 The competent authority may require the submission of further documents to prove the information (e.g. marriage certificate).

Voraussetzungen
Kosten

There are no fees.

Verfahrensablauf

The personal appearance at the competent registration authority is generally mandatory.

Bearbeitungsdauer

None (the registration form is issued directly at the registration authority)

Frist

You are obliged to register with the registration authority of your place of residence within two weeks of moving in. Late registrations may result in a fine.

weiterführende Informationen

Modul	Sachverhalt
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • Place of residence registration • Registration of an apartment with the registration authority • A main residence or secondary residence can be registered • Responsible is the registration authority of the new place of residence
Ansprechpunkt	to the registration authority of your place of residence
Zuständige Stelle	The registration authority of your place of residence is responsible.
Formulare	<p>Some registration authorities offer forms on the Internet.</p> <p>If the registration authority of your new place of residence has opened Internet access for registration, you can register for this access by submitting the required information and using a qualified electronic signature in accordance with the Signature Act.</p>
Ursprungsportal	Wohnung Anmeldung, Apartment Registration