

99115005104000, 99115005104000

Register apartment

Heruntergeladen am 21.06.2025

<https://fimportal.de/xzufi-services/183730/L100008>

Modul	Sachverhalt
Leistungsschlüssel	99115005104000, 99115005104000
Leistungsbezeichnung I	Register apartment
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Sachsen-Anhalt
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	Wohnen und Umzug (1050200), Hausbau und Immobilienerwerb (1050100)
Einheitlicher	

Modul	Sachverhalt
Ansprechpartner	Nein
Fachlich freigegeben am	05.10.2020
Fachlich freigegeben durch	Ministry of the Interior and Europe Mecklenburg-Western Pomerania
Handlungsgrundlage	https://www.gesetze-im-internet.de/bmg/_17.html https://www.gesetze-im-internet.de/bmg/_17.html
Teaser	Anyone moving into an apartment must register with the registration office within two weeks of moving in.
Volltext	<p>When you move into an apartment, you must register with the registration office.</p> <p>If you are under the age of 16, you must register with the person whose home you are moving into. Newborns born in Germany only need to be registered if they move into a home other than that of their parents or mother. If you are of legal age and a guardian or caretaker has been appointed for you who can determine your residence, this person is responsible for registration.</p> <p>If you have several residences in Germany, one of these residences is your main residence.</p> <p>The main residence is</p> <ul style="list-style-type: none"> • if you are married or in a civil partnership: the home primarily used by the family or civil partnership. This also applies if you are only temporarily separated from your family or partner. • if you are married or in a civil partnership and live apart permanently: Your predominantly used home. • if you are a minor: the home mainly used by your parents or foster parents. If they live separately, the main residence is the home in which you mainly live. • Only if the predominantly used home cannot be determined beyond doubt should the focus of the living relationships be taken into account. Indications for this are, for example, the type of home, personal ties, social and local political activities as well as membership in clubs and other organizations.

Modul

Sachverhalt

Each time you register, you must inform the registration authority whether you have any other homes in Germany and, if so, which of these homes is your main home. When registering with the registration authority, you must submit written confirmation from your landlord or a person authorized by him/her (landlord confirmation). Your landlord or a person authorized by him/her can also confirm your move-in directly to the registration authority.

The confirmation from the landlord must contain the following data:

1. Name and address of the landlord and, if the landlord is not the owner, also the name of the owner,
2. date of moving in,
3. address of the apartment and
4. Names of the persons required to register in accordance with § 17 Paragraph 1 of the Federal Registration Act (BMG).

To register, you must complete and sign a registration form. You will receive written or electronic confirmation of your registration free of charge (official registration confirmation).

If, for certain reasons, you do not want your personal data to be passed on, in some cases you have the option of objecting to it being passed on. If the relevant requirements are met, it may also be possible to apply for a block on the disclosure and transmission of information.

Erforderliche Unterlagen

- Registration form (may be provided by the municipalities for download or pre-filled)
- Identity card and/or passport as proof of identity and to change the apartment details
- Confirmation from the landlord or corresponding allocation feature

The following data or documents are also required from

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	<ul style="list-style-type: none"> • persons moving in from abroad: the last residential address in Germany (registration confirmation, date of moving in and out) • Persons under guardianship: written power of attorney or guardian's identity card • Persons who cannot appear in person: written power of attorney and identification documents of the person to be registered <p>Spouses, life partners and family members with the same move-in dates (move-in date and previous and current residences) should use one registration form. The competent authority may request the submission of further documents to verify the information (e.g. marriage certificate).</p>
Voraussetzungen	If you have moved into an apartment, you must register with the registration office within two weeks of moving in.
Kosten	
Verfahrensablauf	Personal appearance at the responsible registration office is mandatory.
Bearbeitungsdauer	None (the registration form is issued directly at the registration office)
Frist	You are obliged to register with the registration office in your place of residence within two weeks of moving in. Late registrations can be punished with a fine.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • Residence registration • Registering a residence with the registration office • A main residence or secondary residence can be registered • The registration authority of the new place of residence is responsible
Ansprechpunkt	The registration office of the city, municipality or

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	association of municipalities to which you have moved is responsible.
Zuständige Stelle	
Formulare	<p>Some registration authorities offer forms on the Internet.</p> <ul style="list-style-type: none"> • Online procedure possible: generally no • Personal appearance necessary: generally yes <p>If the registration office of your new place of residence has opened Internet access for registration, you can register via this access by submitting the required information and using a qualified electronic signature in accordance with the Digital Signature Act.</p>
Ursprungsportal	Register apartment, Wohnung anmelden