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# Requesting information from the register of trades not requiring a license and similar trades

Heruntergeladen am 21.06.2025

<https://fimportal.de/xzufi-services/29830035/L100008>

Modul	Sachverhalt
Leistungsschlüssel	99058007060011, 99058007060011
Leistungsbezeichnung I	Requesting information from the register of trades not requiring a license and similar trades
Leistungsbezeichnung II	
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Sachsen-Anhalt
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Handwerk (058)
Verrichtungskennung	Eintragung (060)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und

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	Führung eines Unternehmens
Lagen Portalverbund	Eintragung in Register (2020100), Befähigungs- und Sachkundenachweise (2010200), Anmeldepflichten (2010100)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	04.09.2022
Fachlich freigegeben durch	Federal Ministry of Economics and Climate Protection (BMWK)
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/hwo/_6.html">https://www.gesetze-im-internet.de/hwo/_6.html</a> <a href="https://www.gesetze-im-internet.de/hwo/_7.html">https://www.gesetze-im-internet.de/hwo/_7.html</a> <a href="https://www.gesetze-im-internet.de/hwo/_6.html">https://www.gesetze-im-internet.de/hwo/_6.html</a> <a href="https://www.gesetze-im-internet.de/hwo/_7.html">https://www.gesetze-im-internet.de/hwo/_7.html</a>
Teaser	Do you have a license to practice another craft requiring a license as a standing trade or for experienced journeymen or journeywomen? If so, you must have this entered in the Register of Craftsmen before taking up the activity.
Volltext	<p>If you have a license to practice another craft requiring a license as a standing trade or for experienced journeymen or journeywomen, you must have this entered in the Register of Craftsmen before starting work.</p> <p>You must apply for the license to practice in advance by submitting a separate application to your local Chamber of Skilled Crafts.</p> <p>You can have a license to practice entered in the Register of Craftsmen for</p> <ul style="list-style-type: none"> <li>• another trade: You are already practising a trade that requires a license and you want to expand your commercial activity to another trade that requires a license or essential activities of such a trade.</li> <li>• for journeymen and women with qualified professional experience: You have passed a journeyman's examination or a final examination in a recognized skilled trade, gained relevant professional</li> </ul>

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experience and want to become self-employed or take on a management role.

Journeymen or journeywomen with qualified professional experience are exempt from being granted a license to practice:

- Chimney sweeps
- Opticians and optometrists
- Hearing aid acousticians
- Orthopaedic technicians and orthopaedic technicians
- Orthopaedic shoemakers and orthopaedic shoemakers
- Dental technicians and dental technicians.

The Register of Craftsmen lists, among other things

- natural persons,
- partnerships with legal capacity or
- legal entities and
- the name and qualifications of the company management.

Registration in the Register of Craftsmen is mandatory if you

- wish to exercise a craft requiring a license,
- only want to practise the craft in part and
- wish to carry out essential activities of several trades, then for each of these trades.

You can find a complete list of the trades subject to licensing in Appendix A of the Crafts Code (HwO).

The Chambers of Crafts provide further information on this service. Please contact your local Chamber of Skilled Crafts for more information.

## Erforderliche Unterlagen

- Application for entry in the register of craftsmen
- Authorization to practice another trade or
- Authorization to practice for journeymen and women with qualified professional experience:

For sole proprietorships:

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	<ul style="list-style-type: none"> <li>• Identity card or comparable identification document (copy)</li> <li>• Business registration (copy): Can be submitted after entry in the register of craftsmen.</li> </ul>
Voraussetzungen	As part of the application for a license to practice, the following were recognized training and qualification certificates, professional experience and/or compensation measures for the craft to be registered.
Kosten	The amount of the fees can be found in the fee schedule of the relevant Chamber of Crafts.
Verfahrensablauf	<p>You can apply for entry in the Register of Craftsmen in writing or, in some cases, online at your local Chamber of Crafts. Please obtain information about the procedure from the relevant Chamber of Skilled Crafts. You can also have the necessary documents sent to you.</p> <ul style="list-style-type: none"> <li>• Submit your application documents to your local Chamber of Skilled Crafts.</li> <li>• The Chamber of Skilled Crafts will check your application for completeness and, based on your authorization to practice, whether it corresponds to the craft you wish to practice.</li> <li>• If you meet the registration requirements, you will be notified in advance of the expected registration.</li> <li>• Once you have been registered, you will receive a written certificate from your local Chamber of Skilled Crafts. Your business will receive the so-called craftsman's card.</li> <li>• If the registration is rejected, you will receive a notification from the local Chamber of Skilled Crafts.</li> </ul>
Bearbeitungsdauer	<p>3 Monat(e)</p> <p>If all documents are complete and no further procedure is necessary, the Chamber of Skilled Crafts must make the entry in the Register of Skilled Crafts within 3 months, otherwise the entry is deemed to have been made after this period has expired.</p>
Frist	You must be entered in the Register of Craftsmen before starting work.

## weiterführende

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### Informationen

Advice is provided by your local Chamber of Skilled Crafts. Contact details for the Chambers of Skilled Crafts can be found on the website of the German Confederation of Skilled Crafts.

<https://www.zdh.de/ueber-uns/organisationen-des-handwerks/handwerkskammern/deutschlandkarte-der-handwerkskammern/>

[https://www.gesetze-im-internet.de/hwo/anlage\\_a.html](https://www.gesetze-im-internet.de/hwo/anlage_a.html)

<https://www.gesetze-im-internet.de/hwverwdtv/BJNR013550968.html>

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### Hinweise

There are no indications or special features.

### Rechtsbehelf

### Kurztext

- Craft register Registration of persons with a license to practice
- The authorization to practice is now to be followed by entry in the Register of Craftsmen
- Register of craftsmen as a register of all owners of a business in a craft requiring a license in a standing trade
- Register contents include Craft requiring a license in a standing trade Name and qualification of the management
- Registration is mandatory for Expansion of the business to include other trades requiring a license or significant activities of other trades requiring a license (Section 7a HwO) Exercise of a craft requiring a license by journeymen and journeywomen with qualified professional experience in certain crafts requiring a license (§ 7b HwO)
- Documents required: Authorization to practice another trade Authorization to practice for journeymen and journeywomen with qualified professional experience
- Application can be submitted in writing or partially online to the local Chamber of Skilled Crafts
- Deadline: before taking up the craft activity

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	<ul style="list-style-type: none"> <li>• Fees: Amount depends on the fee schedule of the responsible Chamber of Skilled Crafts</li> <li>• Responsible: Chamber of Skilled Crafts in whose district the commercial establishment is intended</li> </ul>
Ansprechpunkt	Chamber of Crafts (HWK) in whose district your future business premises are located.
Zuständige Stelle	
Formulare	
Ursprungsportal	Auskunft aus dem Verzeichnis der zulassungsfreien Handwerke und handwerksähnlichen Gewerbebetriebe beantragen, Requesting information from the register of trades not requiring a license and similar trades