

99008001012008

Apply for an identity card or temporary identity card (for name change)

Heruntergeladen am 26.06.2025

<https://fimportal.de/xzufi-services/6000060/L100009>

| Modul | Sachverhalt |
|---------------------------|---|
| Leistungsschlüssel | 99008001012008 |
| Leistungsbezeichnung I | Apply for an identity card or temporary identity card (for name change) |
| Leistungsbezeichnung II | Apply for an identity card or temporary identity card (for name change) |
| Typisierung | 2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug |
| Quellredaktion | Sachsen |
| Freigabestatus Katalog | unbestimmter Freigabestatus |
| Freigabestatus Bibliothek | unbestimmter Freigabestatus |
| Begriffe im Kontext | |
| Leistungstyp | |
| Leistungsgruppierung | |
| Verrichtungskennung | |

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|-------------------------------|---|
| SDG-Informationsbereich | |
| Lagen Portalverbund | |
| Einheitlicher Ansprechpartner | |
| Fachlich freigegeben am | |
| Fachlich freigegeben durch | |
| Handlungsgrundlage | <ul style="list-style-type: none"> • § 1 Personalausweisgesetz (PAuswG) – Ausweispflicht • § 6 PAuswG – Gültigkeitsdauer • § 8 PAuswG – Zuständigkeit • § 9 PAuswG – Antrag • § 13 PAuswG – PIN-Brief • § 27 PAuswG – Pflichten des Ausweisinhabers • § 28 PAuswG – Ungültigkeit • § 32 PAuswG – Bußgeldvorschrift • § 1 Personalausweisgebührenverordnung (PAuswGebV) • Nr. G.9.0 Personalausweisverwaltungsvorschrift (PAuswVwV) - vorzeitige Beantragung vor Eheschließung |
| Teaser | <p>If your surname has changed (due to marriage or divorce), you are obliged to present your identity card to the identity card authority immediately. Due to your old name, your identity card no longer has an accurate entry and is therefore invalid.</p> |
| Volltext | <p>If your surname has changed (due to marriage or divorce), you are obliged to present your identity card to the identity card authority immediately. Due to your old name, your identity card no longer has an accurate entry and is therefore invalid.</p> <p>Please note! If you do not present the invalidated identity card to the Ausweisbehörde (identity card authority) immediately, you are committing an administrative offence which can be punished with a fine.</p> <p>Fiancés can apply for their new identity card after registering the marriage with a certificate from the registry office at the earliest eight weeks before the</p> |

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marriage so that it is ready on the day of the marriage. After the marriage, the identity card can be collected on presentation of the marriage certificate.

Note: If you need an identity document for the time until the new identity card is issued, you can apply for a temporary identity card at the same time. The temporary identity card will be issued to you immediately and must be returned when the new ID card is issued.

Erforderliche Unterlagen

- old identity card
- in case of marriage: marriage certificate
- in case of divorce: certified copy of the divorce decree
- a current photo in the prescribed size and quality

Note: It is recommended that you bring a civil status certificate (e.g. marriage or birth certificate) with you when applying. In this way, any problems that may arise, particularly with regard to the spelling and order in which first names and surnames are included in the identity card, can be clarified immediately. This may also be the case, for example, if there have been changes to your details since the last issue or if you are applying for the first time after moving to the city or municipality. If in doubt, you should check the website of the city or municipality or call them to find out which documents you need to bring with you before applying.

Voraussetzungen

name change

Kosten

- Issuing an identity card before the age of 24: EUR 22.80
- Issue of an identity card after the age of 24: EUR 37.00
- Issuing a temporary identity card: EUR 10.00

Note: The fee may be waived if the applicant is in need. The decision to waive the fee is made on a case-by-case basis and is the responsibility of the respective authority. Please ask your local authority whether and under what conditions a fee waiver is possible.

Verfahrensablauf

Application

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- An identity card is issued on personal application. You cannot be represented when applying.
- Young people who have reached the age of 16 can apply for an identity card themselves. If young people who have reached the age of 16 but not yet 18 and do not have a passport do not fulfil this obligation, the legal representative (usually the parents) is obliged to apply for an identity card to be issued for the child.
- Before collecting the identity card, you will receive a PIN letter from the identity card manufacturer (Bundesdruckerei) with a PIN, a PUK and a blocking password. The use of the numbers and the blocking password is explained in detail in the information material you have already received.

Issuance

- Before you receive your identity card, you must confirm in writing that you have received the PIN letter.
- You can be represented when collecting your identity card if you grant the representative a special power of attorney. The authorisation must also contain a declaration of receipt of the PIN letter. However, the transport PIN may not be changed to a personal PIN by a representative or authorised representative.
- If you have been issued a temporary identity card or are still in possession of an old identity card, you must return it when you collect your new identity card. If you wish to keep your old documents, they must be cancelled beforehand.

Bearbeitungsdauer

- approx. 2 to 6 weeks.
- Temporary identity card: will be issued immediately

Frist

- Application for name change due to marriage: at the earliest 8 weeks before the marriage
- Notification of the name change: immediately to the competent authority upon presentation of the identity card/passport

weiterführende Informationen

Hinweise

| Modul | Sachverhalt |
|-------------------|----------------|
| Rechtsbehelf | non applicable |
| Kurztext | |
| Ansprechpunkt | |
| Zuständige Stelle | |
| Formulare | |
| Ursprungsportal | |