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Applying for a replacement permit for a hospitality business that requires a permit

Heruntergeladen am 29.07.2025

<https://fimportal.de/xzufi-services/9058632/L100012>

Modul	Sachverhalt
Leistungsschlüssel	99025011001000
Leistungsbezeichnung I	Applying for a replacement permit for a hospitality business that requires a permit
Leistungsbezeichnung II	Applying for a replacement permit for a hospitality business that requires a permit
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Schleswig-Holstein
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Gaststätten (025)
Verrichtungskennung	Erteilung (001)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder

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	Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	https://www.gesetze-im-internet.de/gastg/_9.html
Teaser	Anyone wishing to operate a restaurant through a deputy requires a deputy permit.
Volltext	Anyone wishing to operate a restaurant business requiring a permit through a deputy requires a deputy permit. This is issued to the holder of the restaurant license for a specific deputy and can be limited in time. The business operator requires a deputy permit for each person who is to operate the business as a deputy. The exercise of the trade by the deputy may also be permitted on a revocable basis until the permit is issued. If the trade is no longer operated by the deputy, the licensing authority must be notified immediately. The deputy permit can only be granted if the restaurant permit has already been granted or is granted at the same time. A provisional restaurant permit, on the other hand, does not yet form the basis for a deputy permit. In these cases, a provisional replacement permit can be applied for.
Erforderliche Unterlagen	As the holder of the restaurant license: Informal written application. As a future deputy: The following documents can be requested (please contact the responsible municipal, local or city administration in this regard): • Certificate in tax matters from the responsible tax

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office,

- Tax clearance certificate from the municipality of residence,
- Extract from the debtor register,
- Certificate from the insolvency court,
- Certificate of good conduct (document type "0"),
- Information from the central trade register (document type 9),
- Certificate from the Chamber of Industry and Commerce regarding information in accordance with § 4 (1) No. 4 of the Catering Act.
- If serving prepared food: Proof from the public health department of participation in an instructional meeting in accordance with the Infection Protection Act or a valid health certificate.
- In the case of a GbR, the GbR contract must be submitted.
- In the case of legal entities or associations, information must be provided for all authorized representatives,
- In addition, an excerpt from the commercial, cooperative or association register must be submitted if applicable.

Voraussetzungen

Kosten

A fee is payable for the issue of a proxy permit. The current fee is EUR 200.00 in accordance with the Annex to the State Ordinance on Administrative Fees. A maximum fee of up to EUR 1,500.00 is permitted in individual cases for applications requiring a particularly high level of examination or processing. Detailed information on this can be obtained from the competent authority.

Verfahrensablauf

Bearbeitungsdauer

Frist

weiterführende Informationen

Hinweise

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Rechtsbehelf	
Kurztext	
Ansprechpunkt	To the responsible municipal, local or city administration (public order office). Important note: To apply for a replacement permit in accordance with § 9 GastG via the Single Point of Contact Schleswig-Holstein, you can use an electronic application assistant is available.
Zuständige Stelle	
Formulare	The application for a replacement permit must be submitted personally by the holder of the restaurant permit. The application forms must comply with the annex to the Restaurant Ordinance (GastVO). Electronic application for a replacement permit in accordance with § 9 GastG (application assistant of the Point of Single Contact Schleswig-Holstein)
Ursprungsportal	Applying for a replacement permit for a hospitality business that requires a permit, Stellvertretungserlaubnis für ein erlaubnisbedürftiges Gastgewerbe beantragen