

99085001012007

Passport - applying for a second passport

Heruntergeladen am 01.07.2025

<https://fimportal.de/xzufi-services/1825-99085001012007/L100022>

Modul	Sachverhalt
Leistungsschlüssel	99085001012007
Leistungsbezeichnung I	Passport - applying for a second passport
Leistungsbezeichnung II	Passport - applying for a second passport
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Baden-Württemberg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher	

Modul	Sachverhalt
Ansprechpartner	
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	<p>Passgesetz (PassG):</p> <ul style="list-style-type: none"> • § 1 Passpflicht • § 5 Gültigkeitsdauer • § 6 Ausstellung eines Passes • § 15 Pflichten des Inhabers • § 19 Zuständigkeit • § 25 Ordnungswidrigkeiten <p>Passverordnung (PassV):</p> <ul style="list-style-type: none"> • § 15 Gebühren
Teaser	Under certain conditions, you can obtain a second passport.
Volltext	<p>Under certain conditions, you can obtain a second passport.</p> <p>A second passport is valid for six years. If you have a temporary passport issued as a second passport, it is valid for a maximum of one year.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> • previous passport (first passport) • a current biometric photograph • Proof of legitimate interest, such as written confirmation from the employer, booking confirmations, flight tickets • for children and young people: If both custodial parents submit the application: Parents' identity cards or passports. If only one parent with custody is making the application: additionally written declaration of consent from the other custodial parent Copy of the identity card or passport of the other legal guardian for a person with sole custody: additionally Declaration of custody or, if none is available, a written declaration of sole custody. Some municipalities require negative certificates in this regard. If applicable, legally binding divorce decree with custody order or subsequent order of the family court regarding sole custody or

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provisional custody order of the local court (if both parents live in Germany). in the case of guardianship: additionally Certificate of appointment as guardian

Notes:

- The biometric photographs must comply with the relevant formal requirements. Assistance is provided by the Sample photo table for identity documents.
- From 1 May 2025, only digital photographs will be accepted for passport applications. Depending on the equipment at the authority, you can take the photo when you apply on site or you can have the photo taken in advance by a certified service provider (e.g. photographer or photo service at dm drugstores). The photo is then stored by the service provider in a secure cloud. You will receive a printout of a data matrix code (similar to a QR code), which the authority can use to retrieve your photo from the cloud. During the transition period, a paper-based photo may also be accepted in exceptional cases and under certain conditions. Please contact your authority in advance to find out about the options available there!

Attention:

- Further documents may be required for the first issue (in some municipalities also for the first issue after immigration), such as civil status documents.
- When applying for the first time for a child born abroad, the original birth certificate and the German translation must be submitted.
- If you are applying to a passport authority in Germany (non-competent authority), you may need to submit further documents.

Tip: Enquire in advance at the passport authority about the documents required in your individual case.

Voraussetzungen

The prerequisite is a legitimate interest in holding a second passport. This applies in the following cases, for example:

- You travel a lot for professional reasons. You need a second passport due to delays in obtaining visas.

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• You would like to travel to a country that may refuse you entry because your passport contains entry stamps from certain other countries. For example, some Arab countries refuse entry if your passport shows that you have been in Israel.

The following are not considered legitimate interests

- general reasons
- frequent trips abroad alone
- that your passport is already fully stamped with visa endorsements

Note: Even if you already had a second passport, you will have to prove the reasons again when the new passport is issued.

Whether your reasons are considered sufficient is at the discretion of the passport authority.

Kosten

The fees for a passport for persons aged 24 and over have increased as of 1 January 2024

- Express passport (surcharge: EUR 32.00) with 32 pages / 48 pages: Persons aged 24 and over: EUR 102.00 / EUR 124.00 Persons under the age of 24: EUR 69.50 / EUR 91.50
- Passport with 48 pages (surcharge: 22.00 EUR): Persons aged 24 and over: EUR 92.00 Persons under 24 years: 59,50 EUR
- Passport with 32 pages: Persons aged 24 and over: EUR 70.00 Persons under 24 years: 37,50 EUR
- The fee for a passport with 32 pages is doubled, if the issue is not applied for at the local passport authority. It is for persons: aged 24 and over: EUR 140.00 under 24 years: 75,00EUR
- The fee for having your photo taken at the authority using Bundesdruckerei's photographic technology: EUR 6.00
- The fee for optional direct mailing: EUR 15.00

Please note:

- If you apply for a passport at a German embassy or consular mission, for example if you lose your

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passport, you will have to pay a surcharge of 31.00 EUR.

- You can also submit the application to a passport authority that does not have local jurisdiction. This authority must process your application if you provide important reasons. The authority may also charge a surcharge for this processing.
- A different fee may be charged if the passport authority uses photo capture technology from a manufacturer other than Bundesdruckerei.

Verfahrensablauf

- You must apply for your passport as a second passport in person and explain the reasons for your application in writing.
- You must provide a formally valid signature and complete the declaration of German citizenship. A signature is required for children aged 10 and over.
- The submission of fingerprints (flat print of the left and right index finger) is required by law for the application. No fingerprints are taken of children who are not yet 6 years old. If a travel document without fingerprints is expressly requested for children after the age of 6 and up to the age of 12, only a provisional passport can be issued. Note: If an index finger is missing, the quality of the fingerprint is insufficient or the fingertip is damaged, another fingerprint will be taken instead. Fingerprints will only not be taken if this is impossible for permanent medical reasons.
- When applying, you can have the photograph taken on site - depending on the equipment at the authority - or you can have the photograph taken in advance by a certified service provider (e.g. photographer or photo service at dm drugstores). The service provider will send you a printout of a data matrix code (similar to a QR code), which the authorities can use to retrieve your photo from the cloud.
- The passport is produced centrally by Bundesdruckerei in Berlin.
- You can collect the finished passport from the authority in due course. Depending on the municipality, you will be notified as soon as you can collect your passport. The notification information from the passport authority usually also contains a form for authorisation to collect your passport. This allows you to collect your passport yourself or have it

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collected by an authorised person. The authorised person must identify themselves to the passport authority beforehand and present the authorisation form.

- From 1 May 2025, you can also select the "Direct delivery" option in the application process, which is subject to a fee, and receive the document at your home address where it can be delivered. You must be at least 18 years old and submit the passport application within Germany to the authority at your place of residence. In addition, you must present yourself in person at the door of your home to the Postal delivery service with a valid German identity document (in this case: identity card or, if applicable, a second passport) and have the old passport cancelled when applying for the new passport. Residents of Büsingen (Hochrhein) and Helgoland cannot use the direct delivery service.

Please note:

For children and young people under the age of 18, both parents submit the application jointly if they have joint custody. The legal representatives are normally the parents. One parent can be represented by the other with a power of attorney when submitting the application. The children and young people for whom the application is made must always appear in person, as the responsible office must check their identity.

Bearbeitungsdauer

It can take up to eight weeks from the date of application before you can collect your regular passport from the passport office. The temporary passport is issued immediately by the relevant passport authority. It is recommended that you apply for your passport in good time before travelling. If you need your passport more quickly, you can also apply for it using the express procedure. A surcharge is added to the fee for this. If the express application is received on time, your passport will usually be ready for collection from the passport office on the following third working day (Monday to Friday, excluding public holidays).

Frist

Application: • in good time before travelling Period of

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	<p>validity: • The period of validity of a regular passport as a second passport is six years. • If you have a temporary passport issued as a second passport, it is valid for a maximum of one year. It is not possible to extend the period of validity of the passport.</p>
weiterführende Informationen	
Hinweise	<ul style="list-style-type: none"> • If you attempt to obtain a second passport by providing false information, you will be fined. • You must report the loss or theft of your passport in person at a passport office or police station as soon as possible. You can find details on this in the service "Passport - applying for a replacement due to loss". • You must also report the recovery of your passport in person at a passport office.
Rechtsbehelf	<ul style="list-style-type: none"> • Opposition • Action for annulment • Compulsory action
Kurztext	
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	