

99115006023000

# Obligation to register in lodging establishments - Obligations of the lodging establishment

Heruntergeladen am 17.07.2025

<https://fimportal.de/xzufi-services/9548020/L100027>

Modul	Sachverhalt
Leistungsschlüssel	99115006023000
Leistungsbezeichnung I	Obligation to register in lodging establishments - Obligations of the lodging establishment
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Mecklenburg-Vorpommern
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Wohnsitz (115)
Verrichtungskennung	Auskunft (023)
SDG-Informationsbereich	

Modul	Sachverhalt
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	04.11.2015
Fachlich freigegeben durch	Ministry of the Interior and Sports Mecklenburg-Western Pomerania
Handlungsgrundlage	<ul style="list-style-type: none"> <li>• §§ Sections 29, 30 Federal Registration Act (BMG)</li> <li>• Registration Certificate Ordinance (MsVO)</li> <li>• § Section 3 of the Federal Registration Act (BMG) (data protection notice)</li> </ul>
Teaser	
Volltext	<p>As the manager of an accommodation facility, a tent or camping site or a port, you are obliged to keep special registration forms. You must encourage every guest who wishes to stay overnight to comply with his or her legal duty to register and to fill out a registration form on the day of arrival. The registration forms must be filled in by hand and signed by the guest. Foreign guests must prove their identity by presenting a valid identification document (passport or passport substitute). The registration forms must contain the following data:</p> <ul style="list-style-type: none"> <li>• the date of arrival and the expected date of departure</li> <li>• surname</li> <li>• first name</li> <li>• date of birth</li> <li>• the nationality(ies)</li> <li>• the address</li> <li>• number of accompanying persons and their nationality in the cases of § 29 paragraph 2 sentence 2</li> <li>• serial number of the recognized and valid passport or passport replacement document in the case of foreign persons. If they do not present any or no valid document, this shall be noted on the registration form.</li> </ul> <p>If the stay in an accommodation facility lasts longer than six months, the guest must then register with the registration office within two weeks. This only applies to guests at tent or camping sites and in harbors,</p>

## Modul

## Sachverhalt

- if they are not already registered in the Federal Republic of Germany
- if their stay exceeds three months.

These obligations do not apply to 1. institutions with residential accommodation serving youth and adult education, training or further education, insofar as persons are accommodated for the aforementioned purposes, 2. company or association homes, if only company or association members and their family members are accommodated there, 3. youth hostels and mountain huts, temporarily occupied facilities of public or publicly recognized youth work organizations, and 4. facilities of religious societies under public law.

## Erforderliche Unterlagen

## Voraussetzungen

## Kosten

The registration forms are to be obtained at your own expense.

## Verfahrensablauf

## Bearbeitungsdauer

## Frist

## weiterführende Informationen

## Hinweise

The registration forms must be kept until the end of the calendar year following the day of arrival. They must be kept available for inspection by the police and the relevant registration office. It must be ensured that unauthorized persons do not have access to the registration forms. After expiry of the retention period, they must be destroyed within three months. Violations of the obligations under Sections 29 and 30 of the Federal Registration Act can be punished by the competent registration authority as an administrative offense with a fine.

## Rechtsbehelf

## Kurztext

Modul	Sachverhalt
Ansprechpunkt	
Zuständige Stelle	If you have any queries, you can contact the registration authorities in whose area the accommodation facility is located. In Mecklenburg-Western Pomerania, the competent registration authorities are the mayors of the independent cities, the mayors of the large cities belonging to a district and of the independent municipalities and the heads of the municipalities as local registration authorities.
Formulare	
Ursprungsportal	Obligation to register in lodging establishments - Obligations of the lodging establishment, Meldepflicht in Beherbergungsstätten - Pflichten des Beherbergungsbetriebes