

99142055261000

Issue a SEPA direct debit mandate for the municipality

Heruntergeladen am 17.07.2025

<https://fimportal.de/xzufi-services/218217700/L100038>

Modul	Sachverhalt
Leistungsschlüssel	99142055261000
Leistungsbezeichnung I	Issue a SEPA direct debit mandate for the municipality
Leistungsbezeichnung II	
Typisierung	5 - Kommune: Regelung
Quellredaktion	Thüringen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Finanzen (142)
Verrichtungskennung	Entgegennahme (261)
SDG-Informationsbereich	Zahlungen, einschließlich Überweisungen, Verzögerungen bei grenzüberschreitenden Zahlungen
Lagen Portalverbund	Urkunden und Bescheinigungen (1070200), Sonstige Steuern (1060800), Grundsteuer und Grunderwerbsteuer (1060400)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	02.11.2023
Fachlich freigegeben durch	Municipality
Handlungsgrundlage	
Teaser	With a SEPA direct debit mandate, you allow your municipality to debit money from your bank account. This allows you to pay fees or bills cashlessly, conveniently and always on time.
Volltext	The SEPA core direct debit is an EU-wide standard for direct debits. Unlike a bank transfer, the payee, i.e. your municipality, initiates the payment. By issuing a SEPA direct debit mandate, you agree in advance to the collection of the amount due and at the same time instruct your bank to honor the payment. The amounts to be paid by you can thus be automatically collected from your account by your local authority at a predetermined time. A direct debit is particularly suitable for recurring payments.
Erforderliche Unterlagen	
Voraussetzungen	• You have to make a one-off or regular payment to another body. • The payee, i.e. your local authority, offers you the option of having the money automatically debited from your account on the payment date. • Your consent is required in advance so that the payee can collect the amount due by SEPA core direct debit. You give this consent in the form of a SEPA direct debit mandate. • Each SEPA direct debit mandate must contain the following information: The name of the payee, a creditor identification number (CI), Name of the customer (payer), the name of the customer's bank (payer) and his customer identifier (IBAN). • You can revoke your SEPA mandate at any time.
Kosten	Gebühr: Es fallen keine Kosten an

Modul	Sachverhalt
Verfahrensablauf	• You fill in the ThAVEL form "Issuing a SEPA direct debit mandate". • Your local authority will check that you have provided all the necessary information. • At least 14 days before the amount to be debited is due, you will receive advance notification of the upcoming direct debit. • Your current account will be debited automatically on the due date.
Bearbeitungsdauer	1 - 3 Tag(e)
Frist	• The local authority must notify you in good time, but at least 14 calendar days before the due date, that your current account is to be debited by SEPA direct debit so that you can prepare for the debit. • The SEPA direct debit mandate is valid for 36 months. • It expires automatically if no amount has been debited during this period. • If the payee debits an amount during this period, the 36-month period starts again from this debit. • You can revoke your SEPA Direct Debit Mandate at any time.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	• Issue SEPA direct debit mandate (municipal) Acceptance • The SEPA direct debit mandate allows the local authority to debit money from the citizen's account on a due date. • The citizen fills out the ThAVEL form "Issuing a SEPA direct debit mandate". • The payee must announce the debiting of the current account by SEPA direct debit in good time, but at least 14 calendar days before the due date, so that the citizen can prepare for the debit. • The direct debit is then automatically debited from the citizen's current account on the due date. • The citizen can revoke the SEPA mandate at any time. • Responsible: Municipality

Modul	Sachverhalt
Ansprechpunkt	Please contact your local authority.
Zuständige Stelle	
Formulare	
Ursprungsportal	Issue a SEPA direct debit mandate for the municipality, SEPA-Lastschriftmandat für die Kommune erteilen