

99083001011001, 99083001011001

Family name change

Heruntergeladen am 18.06.2025

<https://fimportal.de/xzufi-services/8665261/L100040>

Modul	Sachverhalt
Leistungsschlüssel	99083001011001, 99083001011001
Leistungsbezeichnung I	Family name change
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Niedersachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Namen (083)
Verrichtungskennung	Änderung (011)
SDG-Informationsbereich	
Lagen Portalverbund	Urkunden und Bescheinigungen (1070200), Eheschließung (1020300)
Einheitlicher Ansprechpartner	Nein

Modul	Sachverhalt
Fachlich freigegeben am	22.07.2009
Fachlich freigegeben durch	Lower Saxony Ministry of the Interior and Sport
Handlungsgrundlage	https://www.gesetze-im-internet.de/nam_ndg https://www.gesetze-im-internet.de/nam_ndg
Teaser	
Volltext	If a change of surname is desired outside the provisions of civil law (i.e. not, for example, on marriage or divorce), this must be applied for as a change of name under public law at the competent authority.
Erforderliche Unterlagen	<ul style="list-style-type: none"> • a statement of the important reasons <ul style="list-style-type: none"> • a statement as to whether a change of name has been applied for before, if so, when and with which competent authority • a declaration that the applicant is aware that the change of name or the rejection or withdrawal of the application is subject to a fee • Application with <ul style="list-style-type: none"> • Extract from the family register, • certified copy from the family register, • certificate of citizenship, • passport, travel document, identity card or child ID card • Proof that the applicant is either German within the meaning of Art. 116 Para. 1 of the Basic Law of the Federal Republic of Germany or stateless, a homeless foreigner, a foreign refugee or a person entitled to asylum, e.g. • certified copy of the birth entry for the applicant and for all persons to whom the change of surname is to apply; the documents must be recent. • If the applicant is or was married, the marriage certificate or a certified copy from the family register. • In the case of a change of name for family law reasons, a certified copy of the family register that was continued as the marriage entry or the family register extract of the family whose name the applicant wishes to adopt must also be submitted. <ul style="list-style-type: none"> • Certificate of good conduct (document type O) • for persons who have reached the age of 14:

Modul

Sachverhalt

The documents should be submitted in the original. All application documents remain with the responsible office. The original documents submitted will be returned once the copies have been certified.

https://www.gesetze-im-internet.de/gg/art_116.html

https://www.gesetze-im-internet.de/bvfg/_15.html

https://www.gesetze-im-internet.de/bzrg/_30.html

https://www.gesetze-im-internet.de/gg/art_116.html

https://www.gesetze-im-internet.de/bvfg/_15.html

https://www.gesetze-im-internet.de/bzrg/_30.html

Voraussetzungen

- German within the meaning of Article 116 (1) of the Basic Law of the Federal Republic of Germany (GG), stateless persons, homeless foreigners, foreign refugees or persons entitled to asylum

- Existence of an important reason, which must be explained in detail in the application

For the following reasons for change, further requirements apply, which are included in the respective benefit:

- Declaration by displaced persons, ethnic German repatriates, their spouses and descendants

- Declaration on the name of spouses

- Declaration on the name of life partners

- Subsequent declaration of a joint family name

- Reassumption of the birth name

- Change of a child's surname

http://www.gesetze-im-internet.de/gg/art_116.html

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Kosten

The amount of the fee depends on the administrative effort and the significance, economic value or other benefit of the official act for the applicant.

Verfahrensablauf

The legal representative (father, mother, guardian, custodian) submits the application for a person with limited legal capacity. A guardian or custodian requires the approval of the guardianship court. The approval of the guardianship court and proof of the result of the guardianship court hearing of the applicant must be attached to the application.

Further questions regarding the application will be answered by the responsible office.

Bearbeitungsdauer

Modul	Sachverhalt
Frist	Deadlines may have to be observed. Please contact the responsible office.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	If a change of surname is desired outside the provisions of civil law (i.e. not, for example, on marriage or divorce), this must be applied for as a change of name under public law at the competent authority.
Ansprechpunkt	Responsibility lies with the municipality, the joint municipality and the town in which the applicant is resident.
Zuständige Stelle	
Formulare	
Ursprungsportal	Family name change, Familienname Änderung