

99102019120000, 99102019120000

# Tax registration of a company Delivery

Heruntergeladen am 07.07.2025

<https://fimportal.de/xzufi-services/102114368/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99102019120000, 99102019120000
Leistungsbezeichnung I	Tax registration of a company Delivery
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Brandenburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Steuern (102)
Verrichtungskennung	Zusendung (120)
SDG-Informationsbereich	Eintragung, Änderung der Rechtsform oder Schließung eines Unternehmens (Registrierungsverfahren und Rechtsformen für geschäftliche Tätigkeiten)
Lagen Portalverbund	Anmeldepflichten (2010100), Steuern und Abgaben für

Modul	Sachverhalt
	Betriebe (2040200)
Einheitlicher Ansprechpartner	Ja
Fachlich freigegeben am	01.01.2020
Fachlich freigegeben durch	Federal Ministry of Finance (BMF)
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/ao_1977/_138.html">https://www.gesetze-im-internet.de/ao_1977/_138.html</a> <a href="https://www.gesetze-im-internet.de/ao_1977/_138.html">https://www.gesetze-im-internet.de/ao_1977/_138.html</a>
Teaser	If you set up a company, acquire an interest in a company or become self-employed, you must inform the tax office.
Volltext	<p>Companies and the self-employed also have to worry about tax during the start-up phase.</p> <p>In order for the tax office to classify you correctly for tax purposes, it needs certain information about your company or your self-employed activity. This information must be provided in the "Questionnaire for tax registration".</p> <p>You must complete and submit this questionnaire within one month without being individually requested to do so by your local tax office, if possible using the online procedure via the online tax office "ELSTER".</p> <p>The tax office uses this questionnaire to determine, among other things</p> <ul style="list-style-type: none"> <li>• what kind of taxes you have to pay</li> <li>• when you have to pay,</li> <li>• how much you are likely to have to pay.</li> </ul> <p>The information you provide in the tax registration questionnaire forms the basis for all correspondence relating to your business or self-employed activity with the tax office.</p> <p>You must also complete the tax registration questionnaire if you want to work part-time.</p>

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Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• for representation: power of attorney to receive</li> <li>• for tax payment by direct debit: Completed SEPA mandate</li> <li>• In individual cases, further documents specified in the respective questionnaire for tax registration</li> </ul>
Voraussetzungen	<p>You take a</p> <ul style="list-style-type: none"> <li>• commercial,</li> <li>• self-employed (freelance) or</li> <li>• agricultural and forestry activity,</li> </ul> <p>or you establish a</p> <ul style="list-style-type: none"> <li>• corporation,</li> <li>• corporation</li> <li>• partnership/community or an</li> <li>• association,</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>• You participate in a partnership/community</li> <li>• Your activity is not just a hobby (no intention to make a profit).</li> </ul>
Kosten	none
Verfahrensablauf	<p>You should register your company or self-employed activity for tax purposes online if possible.</p> <p>Register for tax purposes online:</p> <ul style="list-style-type: none"> <li>• Log in to the German tax authorities' website "ELSTER- Ihr Online-Finanzamt" with your ELSTER user account. Note: If you do not yet have an ELSTER user account, you must first create one. Registration involves several steps and can take up to two weeks. You also need the ELSTER user account to submit your tax return electronically.</li> <li>• Then select the "All forms" option under the "Forms &amp; services" tab. Then click on the tax registration questionnaire relevant to your business or self-employed activity.</li> <li>• Complete the online form in full and upload any required documents. Submit the questionnaire.</li> </ul>

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- The tax office will check your details and you may need to submit additional documents.
- You will then be notified of your tax number in writing.

Note: There is currently no online procedure available for associations and corporations under foreign law.

Make your tax registration in writing:

- Download the relevant tax registration questionnaire from the Federal Tax Administration website.
- Complete the questionnaire in full. Use the questionnaire to check whether the tax office requires further documents from you.
- Send the questionnaire and any documents to your tax office. The tax office will check your details and you may need to submit additional documents.
- You will then receive a notification of your tax registration.

**Bearbeitungsdauer**

The processing time varies depending on the responsible tax office.

**Frist**

- Tax registration: Usually within one month of starting your business. Note: In some cases, there are other deadlines, for example for start-ups abroad.

**weiterführende Informationen**

[https://www.elster.de/eportal/helpGlobal?themaGlobal=help\\_fse](https://www.elster.de/eportal/helpGlobal?themaGlobal=help_fse)  
[https://www.elster.de/eportal/helpGlobal?themaGlobal=help\\_fsekapg](https://www.elster.de/eportal/helpGlobal?themaGlobal=help_fsekapg)  
[https://www.elster.de/eportal/helpGlobal?themaGlobal=help\\_fse\\_betpg](https://www.elster.de/eportal/helpGlobal?themaGlobal=help_fse_betpg)  
[https://www.elster.de/eportal/helpGlobal?themaGlobal=help\\_fse](https://www.elster.de/eportal/helpGlobal?themaGlobal=help_fse)  
[https://www.elster.de/eportal/helpGlobal?themaGlobal=help\\_fsekapg](https://www.elster.de/eportal/helpGlobal?themaGlobal=help_fsekapg)  
[https://www.elster.de/eportal/helpGlobal?themaGlobal=help\\_fse\\_betpg](https://www.elster.de/eportal/helpGlobal?themaGlobal=help_fse_betpg)

**Hinweise**
**Rechtsbehelf**
**Kurztext**

- Tax registration of a company Submission

**Modul**
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- A tax registration with the tax office is required for Starting a commercial, self-employed (freelance) or agricultural and forestry activity, Establishment of a corporation, joint-stock company (also under foreign law), a partnership/community or an association or participation in a partnership and also in the case of a secondary occupation
- Registration takes place via the questionnaire for tax registration and either: online via the online tax office "ELSTER" or in writing by downloading the questionnaire from the Federal Tax Administration's form management system
- the questionnaire is used for the correct tax registration of the company/activity
- since 01.01.2020, the tax office no longer makes individual requests
- No costs are incurred
- responsible: Tax office

**Ansprechpunkt**

Your local tax office. You can find the tax office responsible for your municipality using the search function of the Federal Central Tax Office.  
[https://www.bzst.de/DE/Service/Behoerdenwegweiser/Finanzamtsuche/GemFa/finanzamtsuche\\_node.html?lv2=90774](https://www.bzst.de/DE/Service/Behoerdenwegweiser/Finanzamtsuche/GemFa/finanzamtsuche_node.html?lv2=90774)  
[https://www.bzst.de/DE/Service/Behoerdenwegweiser/Finanzamtsuche/GemFa/finanzamtsuche\\_node.html?lv2=90774](https://www.bzst.de/DE/Service/Behoerdenwegweiser/Finanzamtsuche/GemFa/finanzamtsuche_node.html?lv2=90774)

**Zuständige Stelle**

Your local tax office. You can find the tax office responsible for your municipality using the search function of the Federal Central Tax Office.  
[https://www.bzst.de/DE/Service/Behoerdenwegweiser/Finanzamtsuche/GemFa/finanzamtsuche\\_node.html?lv2=90774](https://www.bzst.de/DE/Service/Behoerdenwegweiser/Finanzamtsuche/GemFa/finanzamtsuche_node.html?lv2=90774)  
[https://www.bzst.de/DE/Service/Behoerdenwegweiser/Finanzamtsuche/GemFa/finanzamtsuche\\_node.html?lv2=90774](https://www.bzst.de/DE/Service/Behoerdenwegweiser/Finanzamtsuche/GemFa/finanzamtsuche_node.html?lv2=90774)

**Formulare**

Forms: yes

Online procedure possible: partially

Written form required: yes

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	Personal appearance required: no <a href="https://www.elster.de">https://www.elster.de</a> <a href="https://www.formulare-bfinv.de/">https://www.formulare-bfinv.de/</a> <a href="https://www.elster.de">https://www.elster.de</a> <a href="https://www.formulare-bfinv.de/">https://www.formulare-bfinv.de/</a>
Ursprungsportal	Steuerliche Anmeldung eines Unternehmens Zusendung, Tax registration of a company Delivery