

99036042261000

Heruntergeladen am 07.06.2025

<https://fimportal.de/xzufi-services/107333/L100042>

| Modul | Sachverhalt |
|-------------------------------|---|
| Leistungsschlüssel | 99036042261000 |
| Leistungsbezeichnung I | |
| Leistungsbezeichnung II | Registration certificate part I and II; application to change the holder data |
| Typisierung | 3b - Bundesaufsichtsverwaltung: Regelung, Land: Ausführungsvorschriften, Kommune: Vollzug |
| Quellredaktion | Bayern |
| Freigabestatus Katalog | unbestimmter Freigabestatus |
| Freigabestatus Bibliothek | unbestimmter Freigabestatus |
| Begriffe im Kontext | |
| Leistungstyp | |
| Leistungsgruppierung | |
| Verrichtungskennung | |
| SDG-Informationsbereich | |
| Lagen Portalverbund | |
| Einheitlicher Ansprechpartner | |

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| Fachlich freigegeben am | 09.07.2024 |
| Fachlich freigegeben durch | Bayerisches Staatsministerium für Wohnen, Bau und Verkehr (Bavarian State Ministry of Housing, Building and Transport) |
| Handlungsgrundlage | https://www.gesetze-im-internet.de/fzv_2023/_15.html https://www.gesetze-im-internet.de/fzv_2023/_15.html https://www.gesetze-im-internet.de/stgebo_2011/BJNR009800011.html https://www.gesetze-im-internet.de/stgebo_2011/BJNR009800011.html |
| Teaser | If you change your address or your name, you must apply to change the holder data in your registration documents. |
| Volltext | <p>The registration authority must be informed immediately of any changes to the owner's details, e.g. change of name due to marriage or divorce and change of address.</p> <p>The vehicle owner is obliged to notify the authority. If he is not also the owner, he is also obliged to do so.</p> <p>The changes are entered both in the registration certificate part I (vehicle registration certificate) and in the registration certificate part II (vehicle registration document).</p> <p>If only the address changes within the registration district, the registration certificate part II does not have to be submitted. In these cases, either a new registration certificate Part I is issued or a corresponding sticker is affixed to the previous registration certificate Part I. There is no change to the registration certificate Part II.</p> <p>If you move to a new registration district, please refer to the information under "Related topics" under "Motor vehicle; applying for transfer or re-registration".</p> <p>If you have purchased or leased your vehicle on credit and the lender or lessor has retained the registration certificate Part II (vehicle registration document) as</p> |

Modul

Sachverhalt

security and it is necessary to present it, please contact them so that they can hand over the document to the registration authority for amendment and as proof of authorization to dispose of the vehicle.

Erforderliche Unterlagen

- The following documents are required:
 - in case of name change: registration certificate part I and part II
 - in case of change of address: Registration certificate part I
 - in case of old documents: Old vehicle registration document and vehicle title if no registration certificate Part II is yet available
 - Changed identity card or passport with current registration confirmation; if it does not yet bear the new name: additional marriage or name change certificate
 - in case of representation: additionally
 - written power of attorney
 - identity card or passport of the proxy and of the person granting the power of attorney

The responsibility for establishing the identity of the owner lies with the respective registration authority, please also note the information on the relevant website.

- for companies:
 - natural persons: business registration or business re-registration
 - Legal entities: Business registration and excerpt from the commercial register
 - Partnership under civil law (GbR): Business registration, shareholders' agreement and power of attorney for the authorized signatories
 - Proof of a valid general inspection (usually entered in the registration certificate Part I)
- for minors: additional declaration of consent and identification documents of the legal guardians

Voraussetzungen

Before the vehicle documents can be changed to your new name or address, you must re-register at your local registration office (Einwohnermeldeamt).

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|------------------------------|---|
| Kosten | according to administrative expenses: from EUR 11.70 |
| Verfahrensablauf | <p>You must submit the application to change the details in the registration certificate part I or in the vehicle registration document in person. You can also authorize a representative with a written power of attorney.</p> <p>The document will be amended by the responsible registration authority directly upon presentation. As a rule, you do not need to complete an application form.</p> <p>The registration authority automatically forwards the change notification to the responsible main customs office.</p> <p>The registration authorities also offer the change of holder data as an online service.</p> <p>[Vehicle registration - register, deregister or transfer your car online - BayernPortal](https://www.bayernportal.de/dokument/e/onlineservice/17999174178?localize=false)</p> |
| Bearbeitungsdauer | |
| Frist | The change of keeper data must be applied for immediately at the responsible registration authority. |
| weiterführende Informationen | |
| Hinweise | |
| Rechtsbehelf | |
| Kurztext | |
| Ansprechpunkt | |
| Zuständige Stelle | |
| Formulare | |
| Ursprungsportal | BayernPortal, BayernPortal |