

99085001012003

# Reisepass beantragen - für Personen unter 18 Jahren

Heruntergeladen am 26.06.2025

<https://fimportal.de/xzufi-services/S1000030001156018/S100003>

Modul	Sachverhalt
Leistungsschlüssel	99085001012003
Leistungsbezeichnung I	Reisepass beantragen - für Personen unter 18 Jahren
Leistungsbezeichnung II	Passport application - for persons under 18
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Bremen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	Auslandsaufenthalt (1120200), Ausweise (1070100)
Einheitlicher	

Modul	Sachverhalt
Ansprechpartner	
Fachlich freigegeben am	29.02.2024
Fachlich freigegeben durch	
Handlungsgrundlage	
Teaser	The passport can also be issued for persons between 0 and 18 years. For some destinations this is necessary, because the children's passport or identity card is not recognized in all countries.
Volltext	<p>The passport can be applied for at one of the BürgerServiceCenter in Bremen.</p> <p>It is sufficient if one guardian submits the application in person and the other guardian has his or her declaration of consent and identification document (original or copy) presented.</p> <p>It is not possible to change the personal data of the child (e.g. a change of name) in the passport. In these cases, a new passport must be applied for if necessary.</p> <p>For more general information about the passport, please visit .  <a href="https://www.service.bremen.de/sixcms/detail.php?gsid=bremen128.c.9876.de">https://www.service.bremen.de/sixcms/detail.php?gsid=bremen128.c.9876.de</a></p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Important note: the children must always be present in person!</li> <li>• Proof of identity e.g. old or invalid identity card, valid (child) passport or birth certificate in the case of infants or young children who do not yet have a (child) passport or identity card.</li> <li>• 1 current biometric passport photo according to the photo sample board (not older than three months)</li> <li>• Important information about the photo booths in all offices of the Citizen's Office: The machines are operated by outside companies and often do not work. It cannot be guaranteed that passport photos can be taken on site. We advise you to bring passport photos to the appointment.</li> <li>• Declaration of consent by the person with custody as well as their identity cards (also copies) and, if</li> </ul>

Modul	Sachverhalt
	<p>applicable, proof of custody</p> <ul style="list-style-type: none"> <li>• in the case of a change of name, a document or certificate from the registry office</li> </ul>
Voraussetzungen	<p>The minor child:</p> <ul style="list-style-type: none"> <li>• has German citizenship</li> <li>• Must be present at the time of application</li> </ul> <p>Important: This is a service under municipal responsibility. Therefore, in principle, you can only visit a service that is located in your (main) place of residence.</p> <p>Exception: If good cause is shown, the application for a passport must also be processed by a passport office that is not locally competent. A passport may be issued only with the authorization of the locally competent passport authority. In this case, the fee is doubled if this is done by a non-authorized authority at the instigation of the applicant.</p>
Kosten	<p>Gebühr: 37,50€ for persons up to 24 years</p> <p>Gebühr: 32€ in addition for express delivery</p> <p>Gebühr: 22€ additionally for the 48-page passport</p>
Verfahrensablauf	<ul style="list-style-type: none"> <li>• All legal guardians must agree to the issuance of the passport, but in any case the custodial parent with whom the child has his or her habitual residence legally (i.e. with the consent of the other parent or on the basis of a court decision).</li> <li>• It is sufficient if one parent presents himself/herself for collection with a valid identification document. The parents or the single parent may also have the passport picked up by an authorized person. In addition to the power of attorney, we require a valid identification document of the authorized person, the identity cards of the parents (copies are sufficient). Only at the time of application, legal guardians can also declare their consent to the collection by the minor child.</li> </ul>
Bearbeitungsdauer	generally approx. 3-4 weeks in express procedure

<b>Modul</b>	<b>Sachverhalt</b>
	approx. 3-4 days
<b>Frist</b>	
<b>weiterführende Informationen</b>	
<b>Hinweise</b>	Validity <ul style="list-style-type: none"> <li>• For persons under 24 years: 6 years</li> </ul>
<b>Rechtsbehelf</b>	
<b>Kurztext</b>	
<b>Ansprechpunkt</b>	
<b>Zuständige Stelle</b>	
<b>Formulare</b>	<a href="https://buergerservice-master.calypso.bremen.de/sixcms/media.php/5/ePass_Einverstndniserklrung27082019.pdf">https://buergerservice-master.calypso.bremen.de/sixcms/media.php/5/ePass_Einverstndniserklrung27082019.pdf</a> <a href="https://buergerservice-master.calypso.bremen.de/sixcms/media.php/5/ePass_Einverstndniserklrung27082019.46417.pdf">https://buergerservice-master.calypso.bremen.de/sixcms/media.php/5/ePass_Einverstndniserklrung27082019.46417.pdf</a>
<b>Ursprungsportal</b>	Serviceportal der Freien Hansestadt Bremen, Service portal of the Free Hanseatic City of Bremen