

99085001012002, 99085001012002

Passport; Issuance express (express pass)

Heruntergeladen am 27.06.2025

<https://fimportal.de/xzufi-services/8959400/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99085001012002, 99085001012002
Leistungsbezeichnung I	Passport; Issuance express (express pass)
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Hessen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Reisepass (085)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Dokumente, die von Unionsbürgern, ihren Familienmitgliedern, die keine Unionsbürger sind, allein reisenden Minderjährigen und Nicht-Unionsbürgern bei grenzüberschreitenden

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	Reisen innerhalb der Union verlangt werden (Personalausweis, Visum, Pass)
Lagen Portalverbund	Ausweise (1070100), Auslandsaufenthalt (1120200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	03.11.2022
Fachlich freigegeben durch	Hessian Ministry of the Interior and for Sport
Handlungsgrundlage	https://www.gesetze-im-internet.de/pa_g_1986/_6.htm https://www.gesetze-im-internet.de/passv_2007/_1.htm https://www.gesetze-im-internet.de/passv_2007/_15.htm https://www.gesetze-im-internet.de/passv_2007/anlage_8.html https://www.gesetze-im-internet.de/pa_g_1986/_6.htm https://www.gesetze-im-internet.de/passv_2007/_1.htm https://www.gesetze-im-internet.de/passv_2007/_15.htm https://www.gesetze-im-internet.de/passv_2007/anlage_8.html
Teaser	The delivery time for a passport is usually at least 2 weeks. If you need a passport at short notice, you can apply for the passport in an express procedure.
Volltext	In many countries outside the European Union (EU), you will need a passport when entering the country. You must apply for the passport in person at the Bürgeramt (passport authority of the municipality). Locally competent is the passport authority of the municipality in whose district you are registered for your dwelling, in the case of several apartments for your main residence. You can also apply for the passport at a passport authority that is not locally competent if you have an important reason for this; there is a surcharge for lack of jurisdiction. If you need the passport urgently, you can apply for it

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in an express procedure at the Bürgeramt. Then your new passport will be ready faster. For this you have to pay more. The normal passport has 32 pages. If you travel a lot, you can apply for a passport with 48 pages. Both variants can also be applied for in the express procedure.

Erforderliche Unterlagen

- Another identity document, usually the previous passport and/or the identity card and/or a civil status certificate (e.g. birth certificate) to prove the identity of the applicant.
- A recent biometric passport photo, in passport format (45x35 mm), portrait format, frontal shot without border. The photograph must comply with the photo requirements of the Passport Ordinance (PassV).

Voraussetzungen

There must be no grounds for refusal.

Kosten

Application before the age of 24:

- for a passport with 32 pages in express procedure : 69,50 EUR (EUR 37,50 + EUR 32,00)
- for a passport with 48 pages in express procedure: 91.50 EUR (EUR 37.50 + EUR 22.00 + EUR 32.00)

Application after the age of 24:

- for a passport with 32 pages in express procedure : 92,00 EUR (EUR 60,00 + EUR 32,00)
- for one for a passport with 48 pages in the express procedure: 114.00 EUR (EUR 60.00 + EUR 22.00 + EUR 32.00)

The fees are doubled if:

- the issue must be carried out outside official working hours, or
- you do not apply for the issuance at your main residence.

Verfahrensablauf

You can only apply for an express passport on site at the Bürgeramt. Only you can do this personally. The application is completed by the administrative staff. All you have to do is sign. When applying, fingerprints will be taken from you for storage in the chip of the passport (usually flat imprint of the left and right index

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	finger). The passport is produced by Bundesdruckerei GmbH and sent to the authorities. You can then pick up the passport at the authority.
Bearbeitungsdauer	Processing usually takes place within 3 working days if the application is received by the passport producer by 10:00 a.m. on the first of these working days (Mon. – Fri. counts, excluding holidays and business closures at the seat of the passport producer).
Frist	Period of validity: • up to 24 years: 6 years • from 24 years: 10 years
weiterführende Informationen	
Hinweise	Further detailed information on the subject of "passports" can also be found on the website of the Federal Ministry of the Interior and Homeland. https://www.bmi.bund.de/DE/themen/moderne-verwaltung/ausweise-und-paesse/reisepass/reisepass-node.html#doc9392418bodyText3 https://www.bmi.bund.de/DE/themen/moderne-verwaltung/ausweise-und-paesse/reisepass/reisepass-node.html#doc9392418bodyText3
Rechtsbehelf	
Kurztext	• Passport issuance express • Express passports must be applied for in person • shortened delivery time of usually 3 days • Surcharge of an additional EUR 32.00 for express procedures • Validity: up to 24 years: 6 years from 24 years: 10 years • responsible: Bürgeramt at the main residence or any other Bürgeramt
Ansprechpunkt	
Zuständige Stelle	The responsibility lies with the passport authority (Lord Mayor/Mayor) of the municipality of residence.
Formulare	• Forms: none • Online procedure possible: no • Written form required: yes • Personal appearance required: yes

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Ursprungsportal	Passport; Issuance express (express pass), Reisepass; Ausstellung express (Expresspass)