

99008001012000, 99008001012000

Apply for an identity card

Heruntergeladen am 23.06.2025

<https://fimportal.de/xzufi-services/121300542/L100002>

Modul	Sachverhalt
Leistungsschlüssel	99008001012000, 99008001012000
Leistungsbezeichnung I	Apply for an identity card
Leistungsbezeichnung II	Apply for an identity card
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Nordrhein-Westfalen
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Personalausweis (008)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Dokumente, die von Unionsbürgern, ihren Familienmitgliedern, die keine Unionsbürger sind, allein reisenden Minderjährigen und Nicht-Unionsbürgern bei grenzüberschreitenden Reisen innerhalb der Union verlangt werden (Personalausweis, Visum, Pass)

Modul	Sachverhalt
Lagen Portalverbund	Ausweise (1070100)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	27.02.2024
Fachlich freigegeben durch	Federal Ministry of the Interior and for Home Affairs (BMI)
Handlungsgrundlage	https://www.gesetze-im-internet.de/pauswg/_9.html
Teaser	If you have German citizenship, you can apply for an identity card.
Volltext	As a person with German citizenship, you can have an identity card issued. If you have reached the age of 16 and do not have a valid passport, you must apply for an ID card. The period of validity of your ID card depends on your age at the time of application: • Application under the age of 24: ID card is valid for 6 years. • Application from the age of 24: ID card is valid for 10 years. Your ID card loses its validity before the expiry date entered on it if • Entries no longer apply or • your photo is no longer clearly suitable for identification purposes. This may be the case in particular with ID cards for infants or very young children. There is one exception: a change of address or height will not invalidate your ID card. You also have the option of applying for a temporary ID card. This is valid for a maximum of 3 months. You can submit the application to your identity card authority at your main place of residence, which is usually the Citizens' Registration Office. If there is an important reason, you can also apply for an ID card at an authority outside the jurisdiction of your place of residence. This may result in additional costs.

Modul

Sachverhalt

Erforderliche Unterlagen

- Proof of identity, for example old identity card, valid passport or children's passport
- current biometric photograph
- birth certificate, if applicable
- If applicable: certificate with current name, for example birth certificate, marriage certificate, marriage certificate, family register Declaration on the use of the name
- for children under the age of 16: Declaration of consent by the legal guardian if there is only one parent or legal guardian, additional proof of custody

Voraussetzungen

- You have German citizenship

For applications outside your main place of residence:

- You must be able to provide an important reason why you are not applying for the ID card at the ID card authority at your main place of residence.

Kosten

Gebühr: 30€

Surcharge on the fee for issuance by consular or diplomatic representation abroad. Fee reductions or exemptions are possible for people in need. This is at the discretion of the identity card authority.

<https://www.personalausweisportal.de/Webs/PA/DE/buergerinnen-und-buerger/der-personalausweis/gebuehren-und-gueltigkeit/gebuehren-und-gueltigkeit-node.html>

Gebühr: 37€

For applicants aged 24 and over. Fee reductions or exemptions are possible for people in need. This is at the discretion of the identity card authority.

<https://www.personalausweisportal.de/Webs/PA/DE/buergerinnen-und-buerger/der-personalausweis/gebuehren-und-gueltigkeit/gebuehren-und-gueltigkeit-node.html>

Gebühr: 13€

Additional fee for applications submitted outside office hours or not at the main place of residence. Fee reductions or exemptions are possible for people in need. This is at the discretion of the ID card authority.
<https://www.personalausweisportal.de/Webs/PA/DE/buergerinnen-und-buerger/der-personalausweis/gebuehren-und-gueltigkeit/gebuehren-und-gueltigkeit-node.html>

Modul	Sachverhalt
	html Gebühr: 22,80€ For applicants under the age of 24. Fee reductions or exemptions are possible for people in need. This is at the discretion of the identity card authority. https://www.personalausweisportal.de/Webs/PA/DE/buergerinnen-und-buerger/der-personalausweis/gebuehren-und-gueltigkeit/gebuehren-und-gueltigkeit-node.html html Gebühr: 10€ For the temporary identity card. Fee reductions or exemptions are possible for people in need. This is at the discretion of the identity card authority. https://www.personalausweisportal.de/Webs/PA/DE/buergerinnen-und-buerger/der-personalausweis/gebuehren-und-gueltigkeit/gebuehren-und-gueltigkeit-node.html
Verfahrensablauf	
Bearbeitungsdauer	2 - 3 Woche(n) From the date of application until you can collect your ID card from the Citizens' Registration Office.
Frist	If the validity of your old ID card has expired and you are over 16 years old, you must apply for a new ID card immediately if you do not have a valid passport document.
weiterführende Informationen	https://www.personalausweisportal.de
Hinweise	The EU logo on the front of the ID card introduced on August 2, 2021 will not invalidate ID cards without this logo.
Rechtsbehelf	
Kurztext	• Issuing an identity card • Any person with German citizenship can apply for an identity card • Costs: EUR 37.00 for applicants aged 24 and over EUR 22.80 for applicants under the age of 24 EUR 10.00 for the temporary identity card 13.00 EUR surcharge outside office hours or if the authority is not responsible 30.00 EUR surcharge for applications for

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	issuance by consular or diplomatic missions abroad • Period of validity depends on age: Persons under 24 years of age: 6 years Persons aged 24 and over: 10 years • The validity of the identity card expires if entries no longer apply the photograph no longer allows the identity to be clearly established • Change of address does not lead to invalidity • Processing time: Collection usually possible after 2 weeks • Responsible: Identity card authority (usually citizens' office) at the main place of residence any other identity card authority in Germany (additional costs may be incurred) German representation abroad
Ansprechpunkt	
Zuständige Stelle	
Formulare	Forms available: No. Written form required: Yes. Informal application possible: Yes. Personal appearance required: Yes. Online services available: No.
Ursprungsportal	Personalausweis beantragen, Apply for an identity card