

99115005104001, 99115005104001

Place of residence - registration of the sole or main residence

Heruntergeladen am 27.06.2025

<https://fimportal.de/xzufi-services/282803966/L100012>

Modul	Sachverhalt
Leistungsschlüssel	99115005104001, 99115005104001
Leistungsbezeichnung I	Place of residence - registration of the sole or main residence
Leistungsbezeichnung II	Place of residence - registration of the sole or main residence
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Schleswig-Holstein
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Wohnsitz (115)
Verrichtungskennung	Anmeldung (104)
SDG-Informationsbereich	Vorübergehender oder dauerhafter Umzug in einen anderen Mitgliedstaat

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Lagen Portalverbund	Wohnen und Umzug (1050200), Hausbau und Immobilienerwerb (1050100)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	16.04.2025
Fachlich freigegeben durch	Ministry of the Interior, Municipal Affairs, Housing and Sport of the State of Schleswig-Holstein
Handlungsgrundlage	https://www.gesetze-im-internet.de/bmg/_17.html https://www.gesetze-im-internet.de/bmg/_21.html https://www.gesetze-im-internet.de/bmg/_22.html https://www.gesetze-im-internet.de/bmg/_23.html https://www.gesetze-im-internet.de/bmg/_24.html https://www.bundesrat.de/SharedDocs/drucksachen/2015/0301-0400/341-15.pdf?__blob=publicationFile&v=1 https://www.gesetze-im-internet.de/bmg/_17.html
Teaser	Anyone moving into an apartment must register with the registration office at their place of residence within two weeks.
Volltext	<p>Anyone moving into an apartment must register with the registration office at their place of residence within two weeks. For persons under the age of 16, the person with whom the minor is moving in is responsible for fulfilling the registration obligation.</p> <p>This also applies to so-called relocation within your city, municipality or office. The registration obligation applies regardless of whether the person subject to the registration obligation is entitled to use the residence or whether or not they have the required residence permit.</p> <p>Registration can be done electronically via the online service, in person at the registration office or by an authorized person.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> • Confirmation of residence, • Identity card, temporary identity card, replacement identity card, recognized and valid passport or corresponding passport replacement document (§ 23 para. 1 BMG),

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- In the case of registration by an authorized person, additionally the hand-signed power of attorney of the person subject to registration and one of the above-mentioned identity documents of the authorized person.
 - Additionally, if you are moving from abroad:
 - Marriage certificate, if applicable,
 - for children: Birth certificate.
 - Additionally for foreign documents: A translation of the documents by a state by a state-recognized translator (document and translation must be presented in the original). translation must be submitted in the original).
- https://www.schleswig-holstein.de/DE/landesregierung/themen/inneres-sicherheit-verwaltung/kommunales/Downloads/wohnungsgeberbestaetigung.pdf?__blob=publicationFile&v=3
- https://www.schleswig-holstein.de/DE/landesregierung/themen/inneres-sicherheit-verwaltung/kommunales/Downloads/wohnungsgeberbestaetigung.pdf?__blob=publicationFile&v=3

Voraussetzungen

You have moved into a new apartment in Germany.

Kosten

Verwaltungsgebühr: Es fallen keine Kosten an
Registration, including the issuing of the official confirmation of registration, is free of charge.

Late registrations may be subject to a fine.

Verfahrensablauf

- When you move into an apartment, you must register with the registration office.
- Your landlord or landlady must provide you with a landlord's confirmation of residence.for this purpose.
- With this confirmation of residenceyou can fulfill your obligation to register within two weeks of moving in.
- Please note: The tenancy agreement alone is not sufficient. You should therefore bring thelandlord's confirmation of residence with you when you register.
- If you are moving into your own property, please submit a self-declaration to theregistration.
- You can register electronically or in person.

Electronic registration

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- You can use the electronic registration via the online service throughout Schleswig-Holstein.
- You need a government document that is equipped with an eID function(identity card or the eID card for EU citizens).

Personal registration

- You no longer have to fill in the registration form at the registration office yourself, but after entering your identification data (surname, first name, date of birth and your address), your data will be retrieved by the previous registration authority and entered in the registration form.
- All you have to do is check the details, correct them if necessary and complete the registration form. Sign the registration form.
- You will receive a one-off official confirmation of registration free of charge.

Bearbeitungsdauer

Registrations are usually processed immediately. If you register electronically, you will receive the updated address label for your ID card or passport by post a few days later.

Frist

2 Woche(n)

You must register your new place of residence within 2 weeks of moving into your new home.

You must register your new place of residence within 2 weeks of moving into your new home.

weiterführende Informationen

Hinweise

Dwelling within the meaning of the Registration Act:

- is any enclosed space used for living or sleeping,
- accommodation on board a Bundeswehr ship,
- are also weekend houses, shared accommodation, rooms in sublets and pure sleeping quarters that are used at least occasionally for living or sleeping. Size and condition are irrelevant.
- Caravans and mobile homes are only considered to be dwellings if they are not moved or are only moved occasionally.
- If you have several dwellings in Germany, one of

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these dwellings is the main residence and the others are secondary residences. The main home is the home that is predominantly used and, in the case of spouses, the home that is predominantly used jointly.

- If you move onto an inland waterway vessel that is registered in a ship register in Germany, you must register with the registration authority in the ship's home town.
- Owners of a seagoing vessel that is entitled to fly the federal flag must register the captain and crew members of the vessel with the registration authority at the shipowner's registered office at the start of the employment, wages or training relationship.
- If you are registered in Germany and move into an apartment for a stay of no longer than six months, you do not have to register or deregister for this apartment. If you have not moved out of this apartment after six months, you must register with the registration office within two weeks. For persons who otherwise live abroad and are not registered in Germany, this obligation applies after three months.
- If a minor who previously lived with both parents in one main residence is re-registered by one parent in a new main residence, the consent of the other parent is not required. If the parents have a written agreement on the child's place of residence or a family court decision on the transfer of sole right of residence, as well as proof of attendance at a day care center or school, these should be presented in order to provide proof of the child's legal registration. The same applies if the minor's sole or main residence is to be transferred from the home of one parent to the home of the other parent. From the age of 16, the minor child can register independently and without the consent of a person with custody.
- You have the right to object to the transfer of your data to certain recipients or to the establishment of an information block in the event of danger to life and limb. Your registration office will provide you with the relevant information.

https://www.schleswig-holstein.de/DE/landesregierung/themen/inneres-sicherheit-verwaltung/kommunales/downloads/wohnungsgeberbestaetigung.pdf?__blob=publicationFile&v=3

Modul	Sachverhalt
Rechtsbehelf	<ul style="list-style-type: none"> • Opposition • Action for annulment • Compulsory action
Kurztext	<ul style="list-style-type: none"> • Residence Registration as main residence or sole residence • As a general rule, every apartment must be registered within 2 weeks of moving in with the responsible registration office at the new place of residence • The main residence is the apartment used predominantly • Registration can be done electronically, in person or by a person with power of attorney
Ansprechpunkt	To your municipal, local or city administration (Bürgerbüro, formerly: Einwohnermeldeamt).
Zuständige Stelle	
Formulare	
Ursprungsportal	Place of residence - registration of the sole or main residence, Wohnort - Anmeldung der alleinigen Wohnung oder der Hauptwohnung