

99008001012002, 99008001012002

Apply for a temporary identity card

Heruntergeladen am 28.06.2025

<https://fimportal.de/xzufi-services/8967796/L100012>

Modul	Sachverhalt
Leistungsschlüssel	99008001012002, 99008001012002
Leistungsbezeichnung I	Apply for a temporary identity card
Leistungsbezeichnung II	Apply for a temporary identity card
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Schleswig-Holstein
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	03.01.2024
Fachlich freigegeben durch	Federal Ministry of the Interior, for Building and Home Affairs
Handlungsgrundlage	https://www.gesetze-im-internet.de/pauswg/_9.html
Teaser	Your identity card has been lost or has expired and you need a new one? Then you can apply for a temporary identity card.
Volltext	With the temporary identity card you can, for example, bridge the time until a regular identity card is issued. Your temporary identity card is valid for a maximum of 3 months. You must return the old temporary or regular identity card when the new temporary identity card is issued to you. You can apply for it at your Bürgeramt at your main place of residence. If you apply for the temporary identity card at another Bürgeramt, you need an important reason. Please clarify the recognition of your reason in advance with the authority you have chosen, for example by telephone. There is a surcharge of EUR 13.00 for lack of competence.
Erforderliche Unterlagen	• biometric passport photo: The photo must be up-to-date and meet the requirements for photos for electronic ID cards. • If available and not yet validated: old identity card or passport or temporary identity card or children's passport (valid or already expired). • If no valid passport or identity card available: birth certificate, marriage certificate • for children under 16 years of age: if necessary, a declaration of consent from the custodial parent who is not present in case of only one legal guardian additionally the proof of custody

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Voraussetzungen	You can apply for a temporary identity card if • you have German citizenship • are registered in Germany • do not have a valid identity card you are applying for an identity card outside your main place of residence: • You must be able to show an important reason why you are not applying for the temporary identity card at the Bürgeramt at your main place of residence. • Exception: The temporary identity card cannot be applied for abroad.
Kosten	Gebühr: 10€ Zahlung nur mit Vorkasse Gebühr: 13€ Zahlung nur mit Vorkasse
Verfahrensablauf	You must apply for your temporary identity card in person at the Citizens' Registration Office. If you do not apply for your temporary identity card at your main place of residence, you need an important reason and a surcharge will be added to the fee. If you contact your chosen Bürgeramt beforehand, you can find out whether and to what extent the Bürgeramt recognises your reason. You can apply for the temporary ID card and the new regular ID card at the same time. The authority will issue the temporary identity card to you directly on the spot.
Bearbeitungsdauer	
Frist	3 Monat(e)
weiterführende Informationen	https://www.personalausweisportal.de https://www.personalausweisportal.de
Hinweise	The following information is available: • You can apply for the provisional ID card and the new, regular ID card in Germany at the same time. • You cannot apply for the provisional ID card abroad.
Rechtsbehelf	

Modul	Sachverhalt
Kurztext	• Identity card issue provisional • must be returned when the new regular identity card is issued • will be issued immediately • Validity period: maximum 3 months • Cost: EUR 10.00 EUR 13.00 surcharge if application is made outside office hours or not at the main place of residence • responsible: Bürgeramt at main place of residence or any other Bürgeramt
Ansprechpunkt	To your responsible municipal, official or city administration (citizens' office, formerly: residents' registration office).
Zuständige Stelle	
Formulare	
Ursprungsportal	Apply for a temporary identity card, Vorläufigen Personalausweis beantragen