

99115005104000, 99115005104000

# Register apartment

Heruntergeladen am 28.06.2025

<https://fimportal.de/xzufi-services/112843889/L100027>

Modul	Sachverhalt
Leistungsschlüssel	99115005104000, 99115005104000
Leistungsbezeichnung I	Register apartment
Leistungsbezeichnung II	Register apartment
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Mecklenburg-Vorpommern
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
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein

Modul	Sachverhalt
Fachlich freigegeben am	05.10.2020
Fachlich freigegeben durch	Ministry of the Interior and Europe Mecklenburg-Western Pomerania
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/bmg/_17.html">https://www.gesetze-im-internet.de/bmg/_17.html</a> <a href="https://www.gesetze-im-internet.de/bmg/_17.html">https://www.gesetze-im-internet.de/bmg/_17.html</a>
Teaser	Anyone moving into an apartment must register with the registration office within two weeks of moving in.
Volltext	<p>When you move into an apartment, you must register with the registration office.</p> <p>If you are under 16 years of age, registration is the responsibility of those into whose home you are moving. Newborns born in the country are only to be registered if they are taken into a dwelling other than that of their parents or mother. If you are of age and a guardian or custodian has been appointed for you, who can determine the residence, the registration is incumbent on him/her.</p> <p>If you have several residences in the country, one of these residences is your main residence.</p> <p>Main residence is:</p> <ul style="list-style-type: none"> <li>• if you are married or living in a civil partnership: the predominantly used home of the family or the civil partnership. This also applies if you are only temporarily living apart from your family or civil partner.</li> <li>• if you are married or in a civil partnership and live permanently separated: Your predominantly used home.</li> <li>• if you are a minor: the predominantly used home of your parents or foster parents. If they live separately, the main residence is the residence in which you mainly live.</li> <li>• Only if the predominantly used dwelling cannot be determined beyond doubt, the focus of the living relations is to be taken into account. This may be based on the type of dwelling, personal ties, social and local political activities, and membership in clubs and</li> </ul>

## Modul

## Sachverhalt

other organizations.

Each time you register, you must inform the registration office whether you have other residences in Germany, and if so, which of these residences is your main residence. When registering with the registration office, you must submit a written confirmation from your housing provider or a person appointed by him (housing provider confirmation). Your housing provider or a person authorized by him/her can also confirm your move-in directly to the registration office.

The confirmation of the housing provider must contain the following data:

1. Name and address of the housing provider and if the housing provider is not the owner, also the name of the owner,
2. date of moving in,
3. address of the apartment as well as
4. Names of persons required to register according to Section 17 (1) of the Federal Registration Act (BMG).

For the registration you have to fill in and sign a registration form. You will receive a written or electronic confirmation of your registration (official registration confirmation) free of charge.

If, for certain reasons, you do not want your personal data to be disclosed, you have the option in some cases to object to the disclosure. If the relevant requirements are met, it may also be possible to apply for a block on information and transmission.

## Erforderliche Unterlagen

- Registration form (may be provided by the municipalities for download or also pre-filled)
- Identity card and/or passport as proof of identity and for changing the apartment details
- Housing provider confirmation or corresponding assignment feature

The following data or documents are additionally required from

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	<ul style="list-style-type: none"> <li>• persons moving in from abroad: last residential address in Germany (confirmation of registration, date of moving in and out)</li> <li>• persons under guardianship: written power of attorney or guardian's identity card</li> <li>• persons who cannot appear in person: written power of attorney and identification documents of the person to be registered</li> </ul> <p>Spouses, life partners and family members with the same move-in dates (move-in date and previous and current residences) should use one registration form together. The competent body may require the submission of other documents that serve as proof of the information (for example, marriage certificate).</p>
Voraussetzungen	If you have moved into an apartment, you must register with the registration office within two weeks of moving in.
Kosten	
Verfahrensablauf	The personal appearance at the competent registration office is generally mandatory.
Bearbeitungsdauer	None (the registration certificate is issued directly at the registration office)
Frist	You are obliged to register with the registration office of your place of residence within two weeks of moving in. Late registration can be punished with a fine.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> <li>• Residence registration</li> <li>• Registration of an apartment at the registration office</li> <li>• You can register a main or secondary residence.</li> <li>• The registration authority of the new place of residence is responsible</li> </ul>
Ansprechpunkt	Registration authorities in the independent cities, large cities belonging to a district, administrative districts

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	and municipalities in Mecklenburg-Western Pomerania.
Zuständige Stelle	<p>The registration authority for the new main residence is responsible.</p> <p>In Mecklenburg-Western Pomerania, the competent registration authorities are the mayors of the independent cities, the mayors of the large cities belonging to a district and of the independent municipalities, and the heads of the local authorities as local registration authorities.</p>
Formulare	<p>Some registration authorities offer forms on the Internet.</p> <ul style="list-style-type: none"> <li>• Online procedure possible: generally no</li> <li>• Written form required: yes</li> <li>• Personal appearance required: in principle yes</li> </ul> <p>If the registration office of your new place of residence has opened Internet access for registration, you can register via this access by submitting the required information and using a qualified electronic signature in accordance with the Digital Signature Act.</p>
Ursprungsportal	Register apartment, Wohnung anmelden