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Pick up your identity card

Heruntergeladen am 28.06.2025

<https://fimportal.de/xzufi-services/213495489/L100038>

Modul	Sachverhalt
Leistungsschlüssel	99008001040000, 99008001040000
Leistungsbezeichnung I	Pick up your identity card
Leistungsbezeichnung II	Pick up your identity card
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Thüringen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Personalausweis (008)
Verrichtungskennung	Ausgabe (040)
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	22.09.2022
Fachlich freigegeben durch	Thuringian Ministry of the Interior and Municipal Affairs
Handlungsgrundlage	https://www.gesetze-im-internet.de/pauswg/ https://www.gesetze-im-internet.de/pauswv/ https://www.verwaltungsvorschriften-im-internet.de/bsvwvbund_16122019_DGI220105131.htm https://www.gesetze-im-internet.de/pauswg/
Teaser	Your new ID card is ready for collection from the relevant ID card authority. You can collect it in person or by proxy if you are authorized to collect it.
Volltext	<p>You can collect your ID card - after receiving the PIN letter with your personal identification number (PIN) - in person or through an authorized representative. You can collect your ID card from the identity card authority where you submitted your application. You do not need the PIN letter from the Bundesdruckerei when you collect it. Please keep it at home and always separately from the new ID card. The PIN letter contains a transport PIN, an unblocking number (PUK) and a blocking password.</p> <p>The letter will be sent directly to your registration address. If you do not have a registration address in Germany, the PIN letter can also be sent to the relevant ID card authority. If you have indicated that the PIN letter should be sent to the relevant ID card authority, you will receive the PIN letter on the day you collect your new ID card.</p> <p>If you have not received a PIN letter, you can usually collect your ID card around 4 weeks after submitting your application. In this case, collection is only possible in person and not by proxy.</p> <p>If a person is appointed to collect the ID card, they must identify themselves and present a written</p>

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	<p>authorization to collect the card with the following statement: "PIN letter received from Bundesdruckerei".</p> <p>To collect your child's ID card, you only need the power of attorney if the child is already 16 years or older.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> • Your old identity card document • In case of representation: Power of attorney to collect an identity card
Voraussetzungen	The new ID card is ready for collection at the relevant ID card office.
Kosten	Gebühr: Es fallen keine Kosten an
Verfahrensablauf	<p>You can collect your new ID card from the relevant ID card authority:</p> <ul style="list-style-type: none"> • Before the ID card can be collected in person, Bundesdruckerei will send a letter (PIN letter) with a so-called transport PIN and a blocking password to the applicant's home address. In exceptional cases, the PIN letter can be sent to the ID card authority. • As a rule, the ID card can be collected 5 days after receipt of the PIN letter. If no PIN letter is sent to the applicant, the ID card can be collected approx. 4 weeks after applying for the ID card. • To collect your ID card, go to the ID card office where you applied for your ID card. • Book an appointment for this if necessary. • The new ID card will be issued to you on presentation of your old ID card. If you wish to keep your old ID card as a souvenir, the document can be validated and returned to you. • If you have lost your old ID card in the meantime, fill out a loss report. • Declare to the clerk whether you have received the PIN letter and confirm this with your signature. • If the PIN letter has been sent to the ID card authority, it will be handed over to you and you confirm receipt with a signature. • You will be informed about the online ID function of the ID card by the person in charge. • You have the option of assigning a six-digit PIN of your own choice to make the online ID function (online ID card) immediately ready for use. You can also set

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	<p>the six-digit PIN yourself at any time using a suitable NFC-enabled smartphone, the PIN letter and the AusweisApp2.</p> <ul style="list-style-type: none"> • If you have not received the PIN letter and it has not been sent to the ID card authority, you must - if you wish to receive the ID card - set a six-digit PIN of your own choice and receive the blocking password from the authority staff. Otherwise, a complaint order will be initiated free of charge. • Finally, you confirm receipt of the new ID card with your signature. • An authorized person can be commissioned to collect the new ID card. This person must identify themselves and submit a written authorization for collection with the following declaration: "PIN letter received from Bundesdruckerei".
Bearbeitungsdauer	
Frist	You do not have to observe any deadlines.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • ID card issue • Identity card is ready for collection from the responsible identity card authority • Identity card should always be collected in person • Collection possible with power of attorney • Only personal collection is possible without receipt of the PIN letter • Competent authority: Identity card authority where the identity card was applied for
Ansprechpunkt	
Zuständige Stelle	The identity card authority responsible for you, where you submitted the application.
Formulare	<ul style="list-style-type: none"> • Forms: none, Notification of loss of the old identity card, if applicable • Written form required: no, Authorization to collect if necessary

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	<ul style="list-style-type: none"> • Personal appearance required: no, representation possible
Ursprungsportal	Personalausweis abholen, Pick up your identity card