

99012002012000, 99012002012000

Housing - Application for a certificate of completion

Heruntergeladen am 23.06.2025

<https://fimportal.de/xzufi-services/724923/L100038>

Modul	Sachverhalt
Leistungsschlüssel	99012002012000, 99012002012000
Leistungsbezeichnung I	Housing - Application for a certificate of completion
Leistungsbezeichnung II	
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	Baurecht (012)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Kauf und Verkauf von Immobilien, einschließlich aller Bedingungen und Pflichten im Zusammenhang mit der Besteuerung, dem Eigentum oder der Nutzung von Immobilien (auch als Zweitwohnsitz)

Modul	Sachverhalt
Lagen Portalverbund	Hausbau und Immobilienerwerb (1050100), Bauverfahren (2050500)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	17.01.2022
Fachlich freigegeben durch	Thuringian Ministry for Migration, Justice and Consumer Protection Thuringian Ministry for Infrastructure and Agriculture
Handlungsgrundlage	https://www.gesetze-im-internet.de/woeigg/__7.html https://www.gesetze-im-internet.de/woeigg/__32.html https://www.verwaltungsvorschriften-im-internet.de/bsvwvbund_06072021_SW35.htm https://landesrecht.thueringen.de/bsth/document/jlr-BauGebVTH2004V3Anlage https://www.gesetze-im-internet.de/woeigg/__7.html https://www.gesetze-im-internet.de/woeigg/__32.html https://www.verwaltungsvorschriften-im-internet.de/bsvwvbund_06072021_SW35.htm https://landesrecht.thueringen.de/bsth/document/jlr-BauGebVTH2004V3Anlage
Teaser	You need the certificate of completion to divide a property into condominiums.
Volltext	In order to establish residential or partial ownership in accordance with the German Condominium Act (WEG), a certificate from the building authority must be submitted to the land registry stating that the apartment or partial ownership is structurally sufficiently closed off from other apartments and rooms (so-called certificate of seclusion). The same applies to the establishment of a permanent right of residence or permanent right of use. Self-contained units can also include additional rooms outside a self-contained area, such as storage and cellar rooms or (garage) parking spaces assigned to the apartments. The certificate of separate ownership, together with the partition plan, is a prerequisite for establishing residential or partial ownership in the land register.

Modul

Sachverhalt

Erforderliche Unterlagen

The following documents must always be enclosed with the application:

- Site plan (extract from the real estate map/cadastral map, including all facilities and buildings)
- Extract from the land register (as up-to-date as possible)
- Subdivision plan (it must show that the property is self-contained)
- Floor plan and elevation plan (also serves to show that the property is self-contained)

For further details regarding the documents to be enclosed (number, quality, scale, etc.), it is recommended that you contact the responsible authority directly before submitting your application.

Voraussetzungen

The certificate is issued upon written application. The owner, the heritable building right holder and any person who can credibly demonstrate a legitimate interest are entitled to apply. Provided that all the necessary documents are submitted in full, the certificate will be issued if the apartment or the non-residential rooms in which special ownership is to be established or a permanent right of residence or permanent right of use is to be created are self-contained and parking spaces and parts of the property located outside the building are defined by measurements in the partition plan.

Kosten

In accordance with the Thuringian Building Fees Ordinance, a fee of EUR 50 per apartment or condominium is charged for issuing the certificate of segregation.

Verfahrensablauf

- Receipt of the application by the competent authority of the districts or independent cities
- Registration of the documents
- Examination of the documents, additional claims if necessary in the event of incompleteness
- Issue of the certificate (and notification of fees)
- Sending the documents to the applicant

Bearbeitungsdauer

Modul	Sachverhalt
Frist	There are no standardized deadlines beyond the general procedural law. The issuing authorities may set individual deadlines for the submission of missing documents.
weiterführende Informationen	
Hinweise	The processing time depends largely on the quality and completeness of the required documents.
Rechtsbehelf	
Kurztext	Issuing a certificate of completion in accordance with the German Condominium Act (WEG). Responsible: Lower building supervisory authority.
Ansprechpunkt	Please contact the responsible lower building supervisory authority (the building regulations office of the district or city).
Zuständige Stelle	The certificate is issued by the responsible lower building supervisory authority.
Formulare	There is no standardized federal or state form. However, there may be forms developed by the competent authority itself.
Ursprungsportal	Housing - Application for a certificate of completion, Wohnen - Antrag auf Abgeschlossenheitsbescheinigung