

99108056036003, 99108056036003

Replace company card due to loss

Heruntergeladen am 06.07.2025

<https://fimportal.de/xzufi-services/253824353/L100039>

Modul	Sachverhalt
Leistungsschlüssel	99108056036003, 99108056036003
Leistungsbezeichnung I	Replace company card due to loss
Leistungsbezeichnung II	Replace company card due to loss
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Rheinland-Pfalz
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Straßenverkehr (108)
Verrichtungskennung	Ersatz (036)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens
Lagen Portalverbund	Befähigungs- und Sachkundenachweise (2010200)
Einheitlicher Ansprechpartner	Nein

Modul	Sachverhalt
Fachlich freigegeben am	06.02.2023
Fachlich freigegeben durch	Ministry of Labour, Social Affairs, Transformation and Digitalization Rhineland-Palatinate
Handlungsgrundlage	https://www.gesetze-im-internet.de/fpersv/_4.html https://www.gesetze-im-internet.de/fpersv/_9.html https://www.gesetze-im-internet.de/fpersv/_4.html https://www.gesetze-im-internet.de/fpersv/_9.html https://www.gesetze-im-internet.de/fpersv/_4.html https://www.gesetze-im-internet.de/fpersv/_9.html
Teaser	<p>Your company is engaged in the commercial transportation of goods or passengers and your company card has been lost? Then you can apply for a replacement card at the relevant office.</p> <p>Is your company involved in the commercial transportation of goods or passengers and your company card has been lost? Then you can apply for a replacement card from the relevant office.</p>
Volltext	<p>If your company card has been lost, you need a replacement immediately. You can apply for a replacement card as an entrepreneur or as a person authorized to represent the company or as an authorized representative.</p> <p>When submitting the application, you must provide the responsible office with a written declaration of the loss. Upon request, the competent office may also demand an affidavit stating that the company card cannot be returned and for what reasons.</p> <p>The company replacement card remains valid until the same date as the lost original card - if it would have been valid for more than 6 months. Thus, the validity period does not start all over again. If the remaining term of the card is less than 6 months, you will receive a new company card.</p> <p>When the replacement card is issued, the original card loses its validity. If you or other persons find the original again, you must return it to the responsible office.</p>

Modul

Sachverhalt

As an entrepreneur, you are responsible for the proper use of the card or cards. In addition, you must ensure that the company card is entered into the tachograph at the beginning and end of the use of the vehicle for your company in order to assign the use of the vehicle to your company.

If you have lost your company card, you will need a replacement immediately. You can apply for a replacement card as an entrepreneur or as an authorized representative.

When applying, you must submit a written declaration of loss to the responsible office. On request, the competent authority may also require a sworn declaration stating that the company card cannot be returned and the reasons for this.

The replacement company card remains valid until the same date as the lost original card - if this would have been valid for more than 6 months. The period of validity therefore does not start again from the beginning. If the remaining term of the card is less than 6 months, you will receive a new company card.

The original card loses its validity when the replacement card is issued. If you or other persons find the original card again, you must return it to the responsible office.

As an entrepreneur, you are responsible for the proper use of the card or cards. You must also ensure that the company card is entered into the tachograph at the beginning and end of the use of the vehicle for your company in order to assign the use of the vehicle to your company.

Erforderliche Unterlagen

- Application for replacement of a company card due to loss
- verifiable documents on the name, address and registered office of the company
- proof of identity of the entrepreneur or the person or persons authorized to represent the company by law, the articles of association or the partnership

Modul
Sachverhalt

agreement

- written declaration of the loss
- at the request of the competent body, the holder must, if applicable, provide a sworn statement that the company card cannot be returned and for what reasons

- Application for replacement of a company card due to loss
- verifiable documentation of the name, address and registered office of the company
- Proof of identity of the entrepreneur or the person or persons authorized to represent the company in accordance with the law, articles of association or partnership agreement
- written declaration of the loss
- at the request of the competent authority, the holder must, if necessary, provide an affidavit stating that the company card cannot be returned and for what reasons

Voraussetzungen

- Your company uses vehicles that must have a digital tachograph.
- Your company card has been lost.
- Your company uses vehicles that must have a digital tachograph.
- Your company card has been lost.

Kosten

Verwaltungsgebühr: 30€ - 45€

Verfahrensablauf

- Depending on the federal state, you can submit the application for the replacement of your company card with the necessary documents and information online or on site. At your local driving license authority or another competent authority (e.g. TÜV, DEKRA).
- To identify yourself online and check your documents, you must have the option of online authentication via a company account and digital upload of the required documents.
- You can pay for the application online via a payment service provider.
- The creation of a company card is subject to a fee.
- As part of the application process, you must provide all the required information and submit or upload

Modul	Sachverhalt
	<p>documents.</p> <ul style="list-style-type: none"> • The responsible office will check your details for completeness and accuracy. • After a successful check, the KBA (Federal Motor Transport Authority) will issue the company card. • The company card issued can be collect it directly from the responsible office in person or have it sent to you directly by the KBA (after online authentication and online payment).
Bearbeitungsdauer	8 Werktag(e)
Frist	7 Werktag(e)
weiterführende Informationen	https://www.balm.bund.de/SharedDocs/Downloads/DE/Rechtsvorschriften/Merkblaetter/Sozialvorschriften_Kontrollgeraetkarten.pdf?__blob=publicationFile&v=2
Hinweise	<p>There are no clues or specifics.</p> <p>There are no instructions or special features.</p> <p>If the company card is lost, the office processing the application and issuing the card must be informed immediately.</p>
Rechtsbehelf	Contradiction
Kurztext	<ul style="list-style-type: none"> • Company card replacement due to loss • in case of loss of the company card, the company as the cardholder shall immediately inform the competent authority that issued the card • be able to submit an application entrepreneurs or persons authorized to represent the company or persons with power of attorney • Replacement company card remains valid until the same date as lost original card validity period does not start again from the beginning if the remaining term of the card is less than 6 months, the company is issued a new card with a new validity. • written declaration of loss • responsible: different offices depending on the federal state, for example, driving license authority, TÜV, Dekra or others <p>• Company card replacement due to loss</p>

Modul

Sachverhalt

- If the company card is lost, the company as cardholder must immediately inform the competent authority that issued the card
- Can submit an application Entrepreneurs or authorized representatives or authorized persons
- Replacement company card remains valid until the same date as the lost original card Validity period does not start again from the beginning If the remaining term of the card is less than 6 months, the company is issued a card with a new validity period
- Written declaration of the loss
- Responsible: different authorities depending on the federal state, e.g. driving license authority, TÜV, Dekra or others

Ansprechpunkt

When applying for a company card, please contact the driving license authority of the locally responsible district or city administration of the independent and large district towns; in the area of the large district towns of Bingen am Rhein and Ingelheim am Rhein, contact the Mainz-Bingen district administration.

Zuständige Stelle

District administrations or city administrations of the independent and large district cities

Formulare

- Forms available: Yes
- Written form required: Yes
- Informal application possible: No
- Personal appearance necessary: No

Ursprungsportal

Replace company card due to loss,
Unternehmenskarte aufgrund von Verlust ersetzen