

99085001012003

Reisepass beantragen - für Personen unter 18 Jahren

Heruntergeladen am 27.06.2025

<https://fimportal.de/xzufi-services/S1000030001156018/S100003>

Modul	Sachverhalt
Leistungsschlüssel	99085001012003
Leistungsbezeichnung I	Reisepass beantragen - für Personen unter 18 Jahren
Leistungsbezeichnung II	Passport application - for persons under 18
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Bremen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	Auslandsaufenthalt (1120200), Ausweise (1070100)
Einheitlicher	

Modul	Sachverhalt
Ansprechpartner	
Fachlich freigegeben am	12.06.2025
Fachlich freigegeben durch	
Handlungsgrundlage	
Teaser	In all BürgerServiceCenters, additional appointments for the coming days are released daily in the late afternoon hours. If you are unable to find a suitable appointment, please check this page again during this time slot. The current legal requirements for passport photos can be found under "Further information" - "Notes on digital passport photos". Passports can also be issued for people between the ages of 0 and 18. This is necessary for some destinations, as the children's passport or identity card is not recognized in all countries.
Volltext	The passport can be applied for at one of the BürgerServiceCenters in Bremen. It is sufficient for one legal guardian to submit the application in person and for the other legal guardian to present their declaration of consent and their identity document (original or copy). The declaration of consent can be found under "Further information" - "Forms" - "Declaration of consent ePassport". It is not possible to change the child's personal data (e.g. a change of name) in the passport. In these cases, a new passport must be applied for if necessary. Further general information on passports can be found at https://www.service.bremen.de/sixcms/detail.php?gsid=bremen128.c.9876.de
Erforderliche Unterlagen	• Important note: the children must always be present in person!

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- Proof of identity e.g. old or invalid identity card, valid passport or birth certificate for young children who do not yet have a passport or identity card.
- 1 QR code to retrieve a digital passport photo or take your photo directly at the BürgerServiceCenter Please arrive 15 minutes before your appointment. Under "Further information" - "Notes on digital passport photos" you will find further important information.
- Declaration of consent by the person with custody as well as their identity documents (also possible as copies) and, if applicable, proof of custody
- in the case of a change of name, a document or certificate from the registry office

Voraussetzungen

The minor child:

- has German citizenship
- Must be present at the time of application

Important: This is a service under municipal responsibility. Therefore, in principle, you can only visit a service that is located in your (main) place of residence.

Exception: If good cause is shown, the application for a passport must also be processed by a passport office that is not locally competent. A passport may be issued only with the authorization of the locally competent passport authority. In this case, the fee is doubled if this is done by a non-authorized authority at the instigation of the applicant.

Kosten

Gebühr: 37,50€
 for persons up to 24 years
 Gebühr: 32€
 in addition for express delivery
 Gebühr: 22€
 additionally for the 48-page passport
 Gebühr: 6€
 Photo costs (if no photo is transmitted by the photographer via a QR code brought along).

Verfahrensablauf

- All legal guardians must consent to the issuing of the passport, but in any case the custodial parent with whom the child is legally resident (i.e. with the consent

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	of the other parent or on the basis of a court decision). The declaration of consent can be found under "Further information" - "Forms" - "Declaration of consent ePassport". • It is sufficient for one parent with a valid ID document to present themselves for collection. Parents or the parent with sole parental authority can also have the passport collected by an authorized person. In addition to the power of attorney, we require a valid ID document from the authorized person and the parents' ID cards (copies are sufficient). Only when submitting the application can legal guardians also declare their consent for the minor child to collect the passport.
Bearbeitungsdauer	6 to 8 weeks. In the express process approx. 4 - 5 days.
Frist	
weiterführende Informationen	https://buergerservice.bremen.de/sixcms/media.php/9/Hinweise_zu_digitalen_Passfotos_ab_dem_01.05.2025.pdf https://www.landesmelderegister.bremen.de/olav/passpa?mbom=4011000
Hinweise	Validity • For persons under 24 years: 6 years
Rechtsbehelf	
Kurztext	
Ansprechpunkt	
Zuständige Stelle	
Formulare	https://buergerservice.bremen.de/sixcms/media.php/5/ePass_Einverstaendniserklaerung_form.pdf https://buergerservice.bremen.de/sixcms/media.php/5/ePass_Einverstaendniserklaerung_form.1020287.pdf
Ursprungsportal	Serviceportal der Freien Hansestadt Bremen, Service portal of the Free Hanseatic City of Bremen