

99058068261000, 99058068261000

Register new company management with the Chamber of Crafts

Heruntergeladen am 09.06.2025

<https://fimportal.de/xzufi-services/383418896/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99058068261000, 99058068261000
Leistungsbezeichnung I	Register new company management with the Chamber of Crafts
Leistungsbezeichnung II	
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Hessen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Handwerk (058)
Verrichtungskennung	Entgegennahme (261)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und

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	Führung eines Unternehmens
Lagen Portalverbund	Anmeldepflichten (2010100), Erlaubnisse und Genehmigungen (2010400), Mitarbeiterbezogene Meldepflichten (2030400)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	29.09.2023
Fachlich freigegeben durch	Hessian Ministry of Economics, Energy, Transport and Housing
Handlungsgrundlage	https://www.gesetze-im-internet.de/hwo/_16.html https://www.gesetze-im-internet.de/hwo/_16.html
Teaser	You must notify the relevant Chamber of Skilled Crafts of any new management of your craft business subject to licensing.
Volltext	<p>The Chamber of Skilled Crafts must be notified of any changes in the management of a craft business requiring a license. The management of a craft business must have the professional qualifications required to practice the craft requiring a license. This can be a master craftsman's certificate for the respective craft, but also an equivalent domestic or foreign professional qualification or an exemption permit or authorization to practice.</p> <p>Both the owners of a craft business and employed persons can be considered as management. In the latter case, the application for registration must be submitted together with a manager's declaration and supplementary documents.</p> <p>The tasks of the business manager include, among other things</p> <ul style="list-style-type: none"> • to control, supervise and monitor the technical workflow and not to limit themselves to merely checking the work results, • directing employees and giving the necessary instructions, • to prevent and, if necessary, correct deficiencies in

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	<p>the execution of the work,</p> <ul style="list-style-type: none"> • to ensure that there are no violations of legal regulations or operating instructions, • regularly visit the individual work sites to monitor the execution of the work, • be available at all times during working hours and be available and ready for action at short notice in urgent and emergency situations.
Erforderliche Unterlagen	<p>Management of the business by the owner:</p> <ul style="list-style-type: none"> • Proof of qualification (e.g. master craftsman's certificate, license to practice, exemption permit, technical certificate) • Old craft card <p>Management by an employed person:</p> <ul style="list-style-type: none"> • Proof of qualification (e.g. master craftsman's certificate, license to practice, exemption permit, technical certificate) • Employment contract stating that the manager is available to the company during normal working hours (working hours and salary in accordance with the collective agreement or industry standard). If the managing director is also the technical manager and also holds at least 30% of the shares in the company as a partner, the declaration of management is sufficient. • Registration certificate for statutory social insurance (immediate registration) • Old craftsman's card
Voraussetzungen	<ul style="list-style-type: none"> • Proof of qualification (master craftsman's certificate for the respective craft, alternatively equivalent domestic or foreign professional qualification or an exemption permit or authorization to practice) • The management must be available to the company to perform their functions to the same extent as a master craftsman or master craftswoman as the owner of the craft business. In principle, this means continuous full-time employment.
Kosten	The specific fee can be found in the Chamber of Crafts'

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	schedule of fees, which is available on the Chamber's website.
Verfahrensablauf	
Bearbeitungsdauer	none
Frist	Immediate notification of the appointment of new management.
weiterführende Informationen	https://www.handwerkskammer.de/ https://www.handwerkskammer.de/
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • Notification of the appointment of the company management to the Chamber of Skilled Crafts - Acceptance <ul style="list-style-type: none"> • The management of the company responsible for professional and technical management must be appointed and notified to the relevant Chamber of Skilled Crafts • Changes to the company management must also be reported to the Chamber of Skilled Crafts and entered in the Register of Skilled Crafts • The owner of the business or an employed person who is qualified to do so can manage the business. The required proof of qualification can be provided by a master craftsman's certificate for the craft to be practiced or a related craft, or alternatively by an equivalent domestic or foreign professional qualification or an exemption permit or authorization to practice • Responsible: Chamber of Crafts in whose district the commercial establishment is located
Ansprechpunkt	
Zuständige Stelle	The Chamber of Skilled Crafts in whose district the main commercial establishment is located is responsible
Formulare	none
Ursprungsportal	Neue Betriebsleitung bei der Handwerkskammer

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melden, Register new company management with the Chamber of Crafts