

99050012070000, 99050012070000

# Business deregistration

Heruntergeladen am 13.07.2025

<https://fimportal.de/xzufi-services/121345227/L100002>

Modul	Sachverhalt
Leistungsschlüssel	99050012070000, 99050012070000
Leistungsbezeichnung I	Business deregistration
Leistungsbezeichnung II	Deregister business
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Nordrhein-Westfalen
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Gewerbe (050)
Verrichtungskennung	Abmeldung (070)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens
Lagen Portalverbund	Betriebsaufgabe und zeitweise Stilllegung (2160100)
Einheitlicher	

Modul	Sachverhalt
Ansprechpartner	Nein
Fachlich freigegeben am	03.08.2022
Fachlich freigegeben durch	Ministry of Economic Affairs, Industry, Climate Protection and Energy of the State of North Rhine-Westphalia
Handlungsgrundlage	<a href="http://www.gesetze-im-internet.de/gewo/_14.html">http://www.gesetze-im-internet.de/gewo/_14.html</a> <a href="https://www.gesetze-im-internet.de/gewanzv_2014/BJNR120800014.html">https://www.gesetze-im-internet.de/gewanzv_2014/BJNR120800014.html</a> <a href="http://www.gesetze-im-internet.de/gewo/_14.html">http://www.gesetze-im-internet.de/gewo/_14.html</a> <a href="https://www.gesetze-im-internet.de/gewanzv_2014/BJNR120800014.html">https://www.gesetze-im-internet.de/gewanzv_2014/BJNR120800014.html</a>
Teaser	<p>Would you like to discontinue your business, relocate it to a place that falls within the jurisdiction of a municipality other than the one previously responsible, or would you like to change the legal form of your business? Then you must deregister your business. You can find out more here.</p>
Volltext	<p>If you wish to cease operating your business, you are obliged to deregister your business.</p> <p>The same applies if you relocate the head office of your business or a branch office or dependent branch of your company to a new location and this results in the jurisdiction of a different municipality. First deregister your trade or business at the previous location. Then register it again at the new location.</p> <p>If you change the legal form of your business, a business deregistration is also required. You must first deregister your business under the previous legal form. You then re-register your business under the new legal form.</p> <p>If you relocate the headquarters of your business or a branch office or dependent branch of your company to a new location without changing the jurisdiction within the municipality, a business re-registration is sufficient.</p> <p>The deregistration must be carried out by the following persons or their authorized representatives:</p>

## Modul

## Sachverhalt

- in the case of sole traders, by the trader himself,
- by the legal representative(s) in the case of corporations (e.g. GmbH, AG).

In the case of partnerships (e.g. OHG, KG, GbR/BGB-Gesellschaft, GmbH & Co. KG), business deregistrations must be made by all partners authorized to manage the business

## Erforderliche Unterlagen

- The fully completed and signed business deregistration form - GewA 3
- Copy of identity card or passport with registration certificate, or presentation on site. In the case of electronic business re-registration, depending on the municipality, other suitable and appropriate procedures for establishing identity (e.g. PIN/TAN procedure, the electronic ID function, De-Mail or a self-declaration of identity).
- Copy of the extract from the commercial register if your company is entered in the commercial register (also: register of cooperatives, register of associations)

## Voraussetzungen

- Dissolution of your business or
- relocation of your registered office or the registered office of a branch or dependent branch outside the previous municipality or
- Change in the legal form of your business

## Kosten

Is based on the respective administrative fee schedule of the federal state or on the fee statutes of the authorities responsible under federal state law.

## Verfahrensablauf

You can deregister your business in writing or electronically.

You will receive a certificate from the authorities confirming receipt of your business deregistration.

The office responsible for deregistration forwards the business deregistration to other offices, such as the tax office, the employers' liability insurance association, the Chamber of Crafts or the Chamber of Industry and Commerce and, if applicable, the registry court.

## Bearbeitungsdauer

If you have filled out the form correctly and your

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	documents are complete, the authorities will confirm receipt of your deregistration immediately if you visit them in person. If you deregister in writing or electronically, you will receive confirmation of receipt of your business deregistration within 3 days.
Frist	You are obliged to deregister your business at the time of dissolution of the business or at the time of relocation to the jurisdiction of another municipality or change of legal form.
weiterführende Informationen	
Hinweise	If it is clear that the business has been discontinued and you do not deregister your business, deregistration is carried out ex officio.
Rechtsbehelf	Pursuant to Section 15 (1) GewO, the office responsible for deregistration must certify receipt of the deregistration notification within three days.
Kurztext	<ul style="list-style-type: none"> <li>• Business deregistration</li> <li>• A business must be deregistered if business operations are discontinued, if the registered office or the registered office of a branch or dependent branch office is relocated outside the previous municipality or if the legal form of the business changes.</li> <li>• If the business is relocated within the area of responsibility of the previous municipality, it is sufficient to re-register the business.</li> </ul>
Ansprechpunkt	
Zuständige Stelle	Depends on the respective state law.
Formulare	<ul style="list-style-type: none"> <li>• You can deregister your business in person or electronically.</li> <li>• If you deregister in person, you must complete the form Trade Deregistration - GewA 3 and sign it personally.</li> <li>• In the electronic procedure, the same data is collected as in the case of personal deregistration. However, it is possible to deviate from the form and there is no signature requirement.</li> <li>• The office responsible for deregistration may use</li> </ul>

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	suitable and appropriate procedures to establish your identity (e.g. PIN/TAN procedure, the electronic ID function, De-Mail or a self-declaration of identity).
Ursprungsportal	Gewerbe Abmelden, Business deregistration