

99115003012000, 99115003012000

Official confirmation of registration Issue

Heruntergeladen am 07.06.2025

<https://fimportal.de/xzufi-services/121406395/L100002>

Modul	Sachverhalt
Leistungsschlüssel	99115003012000, 99115003012000
Leistungsbezeichnung I	Official confirmation of registration Issue
Leistungsbezeichnung II	Have an official confirmation of registration issued
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	Wohnsitz (115)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Vorübergehender oder dauerhafter Umzug in einen anderen Mitgliedstaat
Lagen Portalverbund	Urkunden und Bescheinigungen (1070200), Wohnen und Umzug (1050200)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	18.03.2021
Fachlich freigegeben durch	Ministry of the Interior of the State of North Rhine-Westphalia
Handlungsgrundlage	http://www.gesetze-im-internet.de/bmg/_24.html https://www.gesetze-im-internet.de/bmg/_18.html https://recht.nrw.de/lmi/owa/br_show_anlage?p_id=41261 http://www.gesetze-im-internet.de/bmg/_24.html https://www.gesetze-im-internet.de/bmg/_18.html https://recht.nrw.de/lmi/owa/br_show_anlage?p_id=41261
Teaser	If you move and register with the municipality or if you move abroad and deregister, you will receive written confirmation of this.
Volltext	<p>Once you have registered or deregistered, you will receive written confirmation in the form of a registration confirmation free of charge.</p> <p>If you also require proof of your registration, you can obtain a registration certificate for a fee. You can use the certificate for private and official purposes.</p> <p>The registration confirmation contains your surname, first name, doctor's degree, date of birth, date of moving in or out, date of registration or deregistration, address and an indication of whether it is your sole, main or secondary residence.</p> <p>If further information needs to be confirmed in addition to the pure registration data, you can obtain an extended registration certificate. This contains additional information, such as your marital status or nationality.</p>
Erforderliche Unterlagen	<p>You must identify yourself.</p> <p>You can identify yourself with:</p> <ul style="list-style-type: none"> • your identity card or

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	<ul style="list-style-type: none"> • your passport. <p>If you are applying for or collecting a permit through a representative, you will need</p> <ul style="list-style-type: none"> • a written power of attorney from the authorized person • their identity card or passport and • the identity card or passport of the representative
Voraussetzungen	
Kosten	<p>Administrative fee for official registration confirmation for registration, re-registration or deregistration: none.</p> <p>Administrative fee for each additional registration certificate: EUR 9.</p>
Verfahrensablauf	<p>Personal application</p> <p>Apply in person as follows:</p> <ul style="list-style-type: none"> • An appointment may be required to apply in person. • You must present your identity card or passport. • You pay the fee directly at the Residents' Registration Office when you apply. <p>In addition to yourself, a person you trust may also order and collect the certificate on your behalf. In addition to a written power of attorney, they must present your identity card or passport and their own identity card or passport.</p> <p>Application by post</p> <p>The written application has the following procedure:</p> <ul style="list-style-type: none"> • For a written application, first transfer the fee. • Then send your application with a copy of the bank statement or a transfer receipt. • The registration certificate will be sent to you immediately after processing.

Modul

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Online application

You can also apply for your registration certificate online.

Bearbeitungsdauer

Frist

weiterführende Informationen

Information from the Federal Ministry of the Interior on the reporting system
<https://www.bmi.bund.de/SharedDocs/faqs/DE/themen/moderne-verwaltung/meldewesen/meldewesen.html>

Hinweise

Children of full age

Parents also need a power of attorney to apply for a registration certificate for adult family members.

Pension purposes

A registration certificate for pension purposes (the purpose is noted on the certificate) is required by pensioners for pension insurance purposes. It is free of charge for German pension insurance. The certificate for foreign pension insurance is subject to a fee.

Life certificate

The registration certificate can also be issued as a life certificate. However, this can only be issued if you present yourself in person.

Rechtsbehelf

Kurztext

- Official registration confirmation issue
 - After registration or deregistration, a written confirmation is issued once in the form of a registration confirmation free of charge
 - In addition, a registration certificate for private and official purposes can be issued as proof of registration for a fee

Modul	Sachverhalt
Ansprechpunkt	the registration office of your place of residence
Zuständige Stelle	the registration office of your place of residence
Formulare	
Ursprungsportal	amtliche Meldebestätigung Ausstellung, Official confirmation of registration Issue