

99058032011000, 99058032011000

# Notify the Chamber of Crafts of any changes to personal and business-related data

Heruntergeladen am 05.07.2025

<https://fimportal.de/xzufi-services/29829774/L100008>

Modul	Sachverhalt
Leistungsschlüssel	99058032011000, 99058032011000
Leistungsbezeichnung I	Notify the Chamber of Crafts of any changes to personal and business-related data
Leistungsbezeichnung II	Notify the Chamber of Crafts of any changes to personal and business-related data
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Sachsen-Anhalt
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Handwerk (058)
Verrichtungskennung	Änderung (011)
SDG-Informationsbereich	Anerkennung von Qualifikationen zum Zwecke der

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	Beschäftigung in einem anderen Mitgliedstaat
Lagen Portalverbund	Eintragung in Register (2020100)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	08.09.2022
Fachlich freigegeben durch	The Senator for Economics, Labour and Europe of the Free Hanseatic City of Bremen
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/hwo/_6.html">https://www.gesetze-im-internet.de/hwo/_6.html</a> <a href="https://www.gesetze-im-internet.de/hwo/_19.html">https://www.gesetze-im-internet.de/hwo/_19.html</a> <a href="https://www.gesetze-im-internet.de/hwo/_6.html">https://www.gesetze-im-internet.de/hwo/_6.html</a> <a href="https://www.gesetze-im-internet.de/hwo/_19.html">https://www.gesetze-im-internet.de/hwo/_19.html</a>
Teaser	If you are a member of a Chamber of Crafts and personal or business-related data collected there changes, you must notify the Chamber of Crafts.
Volltext	<p>The Chamber of Crafts keeps two registers, the Register of Craftsmen and the Register of Owners of a Business of a Craft or a Trade Similar to a Craft Scheme which does not require a licence, in which all craft businesses and businesses of the craft similar trade in the respective chamber district are recorded. In order to keep the stored data up-to-date, there is an obligation to notify changes that cover, among other things, the following cases:</p> <ul style="list-style-type: none"> <li>• changes of address of the holder(s) or permanent establishment;</li> <li>• changes in the stock of permanent establishments,</li> <li>• changed electronic contact data such as (mobile) telephone and fax numbers or e-mail addresses,</li> <li>• changes to personal data on shareholders,</li> <li>• Changes in the case of authorised representatives of companies.</li> </ul>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Information on the establishment: Company number Company name Date of entry into force of the data change, if applicable</li> <li>• Information on the type of data change (e.g. contact details and addresses as well as other data on persons and permanent establishments)</li> </ul>

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Voraussetzungen	<p>Business-related data stored at the Chamber of Crafts have changed, in particular:</p> <ul style="list-style-type: none"> <li>• Address and contact details of the establishment or a permanent establishment</li> <li>• Registration or deletion of a permanent establishment</li> <li>• personal data of the owner</li> <li>• Data of the management or the shareholders</li> </ul>
Kosten	The specific fee can be found in the list of fees of the Chamber of Crafts, which is available on the Chamber's website.
Verfahrensablauf	Inform your Chamber of Crafts about any change in personal or business-related data relevant to registration. Notifications of changes may be made in writing or electronically.
Bearbeitungsdauer	none
Frist	none
weiterführende Informationen	<a href="https://www.handwerkskammer.de/">https://www.handwerkskammer.de/</a>
Hinweise	There are no clues or peculiarities.
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> <li>• Data of the Register of Crafts Amendment</li> <li>• Establishments of crafts subject to authorisation are recorded in the Register of Craftsmen, those of the craft or similar trades without authorisation in the register of the owners of a business of a craft or a craft similar trade without authorisation.</li> <li>• The register of craftsmen and the register of owners of a business in a craft or trade similar to a licence are kept by the competent regional chambers of crafts.</li> <li>• In the registers kept by the chambers of crafts, personal data of the entrepreneur(s) as well as data on the business are stored, whereby a distinction is made according to whether it is a sole proprietorship, a partnership or a corporation.</li> <li>• If data subject to registration, such as addresses or electronic contact data, changes, this must be reported</li> </ul>

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	<p>to the competent Chamber of Crafts.</p> <ul style="list-style-type: none"> <li>• Notification of changes to the data must be made, inter alia, if: address data of sole proprietorships, partnerships or corporations as well as registered permanent establishments change, electronic contact data (e.g. telephone number, e-mail address) change, information on authorised representatives and shareholders changes, a permanent establishment is to be deleted or another permanent establishment is to be registered</li> <li>• responsible: Chamber of Crafts, to which the company is a member.</li> </ul>
Ansprechpunkt	Chamber of Crafts (HWK)
Zuständige Stelle	
Formulare	
Ursprungsportal	Änderung persönlicher und betriebsbezogener Daten der Handwerkskammer mitteilen, Notify the Chamber of Crafts of any changes to personal and business-related data