

99085001012006, 99085001012006

# Apply for a passport due to change of other data

Heruntergeladen am 19.07.2025

<https://fimportal.de/xzufi-services/395854983/L100008>

Modul	Sachverhalt
Leistungsschlüssel	99085001012006, 99085001012006
Leistungsbezeichnung I	Apply for a passport due to change of other data
Leistungsbezeichnung II	Apply for a passport due to change of other data
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Sachsen-Anhalt
Freigabestatus Katalog	fachlich freigegeben (silber)
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Reisepass (085)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Dokumente, die von Unionsbürgern, ihren Familienmitgliedern, die keine Unionsbürger sind, allein reisenden Minderjährigen und Nicht-Unionsbürgern bei grenzüberschreitenden

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	Reisen innerhalb der Union verlangt werden (Personalausweis, Visum, Pass)
Lagen Portalverbund	Ausweise (1070100), Auslandsaufenthalt (1120200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	12.04.2023
Fachlich freigegeben durch	Federal Ministry of the Interior and for Home Affairs (BMI)
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/pa_g_1986/__1.htm">https://www.gesetze-im-internet.de/pa_g_1986/__1.htm</a>   <a href="https://www.gesetze-im-internet.de/pa_g_1986/__5.htm">https://www.gesetze-im-internet.de/pa_g_1986/__5.htm</a>   <a href="https://www.gesetze-im-internet.de/pa_g_1986/__15.htm">https://www.gesetze-im-internet.de/pa_g_1986/__15.htm</a> <a href="https://www.gesetze-im-internet.de/passv_2007/__15.htm">https://www.gesetze-im-internet.de/passv_2007/__15.htm</a>
Teaser	If you have a German passport and certain data changes, you must apply for a new passport.
Volltext	<p>The German passport allows you to enter over 160 countries worldwide as a tourist without a visa. You need a passport if you want to travel to countries outside the European Union (EU).</p> <p>If you have a German passport and certain details change, you must apply for a new passport.</p> <p>In addition to a change of surname, you must apply for a new passport if the following data changes:</p> <ul style="list-style-type: none"> <li>• First name</li> <li>• Date of birth</li> <li>• Place of birth</li> </ul> <p>Procedure if you change your place of residence</p> <p>The place of residence is also entered in your passport, but not the exact address. The place of residence information in your passport must be changed if your place of residence in Germany changes. As a rule, you</p>

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do not have to apply for a new passport for this, but only for a change to your passport. You only need to apply for a new passport if it is not possible to enter another change of residence in your passport due to lack of space.

Issued by another municipality or diplomatic mission abroad

A new passport is issued by the passport office of the municipal or city administration where you live. For important reasons, you can also apply for the document in another municipality. This other passport authority can then be authorized by the authority actually responsible for you to issue the passport. In this case, your fees will be doubled. You can also apply for passports and temporary passports at German diplomatic missions abroad. This will also incur additional costs for you.

## Erforderliche Unterlagen

- current biometric photo
- previous passport
- official proof of the change

## Voraussetzungen

You must apply for a new passport if you have a German passport and certain data changes:

- First name
- Family name
- Date of birth
- Place of birth
- Change of place of birth (if it is not possible to change the place of birth in the passport due to lack of space)

## Kosten

Gebühr: 22€

The costs are additional if you apply for a passport with 48 pages instead of 32 pages.

<https://www.bmi.bund.de/SharedDocs/faqs/DE/theme/n/moderne-verwaltung/reisepass/reisepass-faq.html>

Gebühr: 31€

Additional costs are incurred if you apply for a passport at a German mission abroad (embassy or consulate).

<https://www.bmi.bund.de/SharedDocs/faqs/DE/theme/n/moderne-verwaltung/reisepass/reisepass-faq.html>

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Gebühr: 32€

The costs apply to passport applications in the express procedure (surcharge).

<https://www.bmi.bund.de/SharedDocs/faqs/DE/themen/moderne-verwaltung/reisepass/reisepass-faq.html>

Gebühr: 37,50€

The costs apply if you are under 24 years old. The fee (without surcharges) is doubled if the passport has to be issued outside official office hours or if the application is not submitted to the local passport authority (municipality of the main residence).

<https://www.bmi.bund.de/SharedDocs/faqs/DE/themen/moderne-verwaltung/reisepass/reisepass-faq.html>

Gebühr: 70€

The costs apply from the age of 24. The fee (without surcharges) is doubled if the passport has to be issued outside official office hours or if the application is not submitted to the local passport authority (municipality of the main residence).

<https://www.bmi.bund.de/SharedDocs/faqs/DE/themen/moderne-verwaltung/reisepass/reisepass-faq.html>

## Verfahrensablauf

You must apply for a passport in person:

- Make an appointment at your local citizens' office.
- Bring all the necessary documents with you to the appointment.
- The official staff will fill out the application with you on site. All you have to do is sign it.
- Fingerprints must be submitted for the application to be stored in the passport chip.
- You will receive information from your Citizens' Registration Office as to when you can collect your passport.
- You can authorize another person of legal age in writing to collect your passport.

## Bearbeitungsdauer

## Frist

6 - 10 Jahr(e)

The passport is valid for 6 years for applicants under the age of 24 and 10 years for applicants aged 24 and over.

## weiterführende Informationen

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### Hinweise

#### Rechtsbehelf

- Complaint or appeal against the decisions of the passport authority to the superior authority or the State Ministry of the Interior
- Legal action before the administrative court

#### Kurztext

- New passport issue due to change of other data
- If you have a passport and certain data changes, you must apply for a new passport; this applies if the following data changes: First name Family name Date of birth Place of birth Change of place of residence (if it is not possible to change the word place in the passport due to lack of space)
- responsible: Passport authority (usually citizens' office) at the main place of residence any other passport authority in Germany (additional costs may be incurred) German representation abroad (additional costs may be incurred)

#### Ansprechpunkt

- Passport authority (usually citizens' office) at the main place of residence
- any other passport authority in Germany (additional costs may be incurred)
- German representation abroad (additional costs may be incurred)

#### Zuständige Stelle

#### Formulare

#### Ursprungsportal

Apply for a passport due to change of other data, Reisepass beantragen wegen Änderung von sonstigen Daten