

99036020001000, 99036020001000

Applying for initial registration of a vehicle (new registration)

Heruntergeladen am 08.06.2025

<https://fimportal.de/xzufi-services/299036360/L100012>

Modul	Sachverhalt
Leistungsschlüssel	99036020001000, 99036020001000
Leistungsbezeichnung I	Applying for initial registration of a vehicle (new registration)
Leistungsbezeichnung II	Applying for initial registration of a vehicle (new registration)
Typisierung	3b - Bundesaufsichtsverwaltung: Regelung, Land: Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Schleswig-Holstein
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Fahrzeugzulassung (036)
Verrichtungskennung	Erteilung (001)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und

Modul	Sachverhalt
	Führung eines Unternehmens
Lagen Portalverbund	Fahrzeugbesitz (1090200), An- und Abmelden von Fahrzeugen (2110300)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	16.01.2024
Fachlich freigegeben durch	Federal Ministry for Digital and Transport Affairs (BMDV)
Handlungsgrundlage	https://www.gesetze-im-internet.de/fzv_2023/_6.html https://www.gesetze-im-internet.de/fzv_2023/_3.html https://www.gesetze-im-internet.de/fzv_2023/_3.html https://www.gesetze-im-internet.de/stgebo_2011/anlage.html
Teaser	If you want to use a new vehicle on the road for the first time, you need an initial registration.
Volltext	If you want to use a new motor vehicle on the road for the first time, it must be registered. This also applies to trailers. You or your representative submit the application for this initial registration to the local vehicle registration authority. After successful registration, you will receive the registration documents and the registration authority will assign you a license plate number. The registration entitles you to • drive the vehicle on the road and • park the vehicle in public areas. So-called owner data is recorded during the registration process. • for natural persons: • Surname, maiden name, first names, • if applicable, religious or stage name, • Date and place of birth or, if this is not known, state

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- of birth,
- gender and address
 - for legal persons and authorities:
 - Name or designation and
 - address
 - for associations:
 - Representation with data by natural or legal person
 - Name of the association

Erforderliche Unterlagen

- if available: completed application forms
- valid identification document: identity card or passport of the vehicle owner; if the passport is presented, a current registration certificate must also be submitted
 - Registration certificate part II (vehicle registration document) or, in the case of unregistered vehicles, the operating license
 - the EC Certificate of Conformity (CoC), or data confirmation or full expert opinion
 - Proof of ownership: purchase contract or invoice
 - Proof of valid motor vehicle liability insurance (eVB number)
 - Bank details for the SEPA direct debit mandate to pay the vehicle tax

If you are represented by a third party:

- Your written power of attorney and your original identification document;
 - The authorized person must be able to identify themselves with a valid identity card or passport.
 - in the case of authorization for minors:
 - the written declaration of consent from the legal guardians and their original identity documents
 - if applicable, a certificate of sole custody ("negative certificate") for single parents

for changes to the vehicle:

- Presentation of an operating license

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Voraussetzungen	- You have a new vehicle. - The normal location of this vehicle is in the Federal Republic of Germany. - You have no outstanding fees and expenses from previous registration processes of more than EUR 30. - You have no vehicle tax debts of EUR 5 or more. This also includes late payment penalties, interest and late payment penalties.
Kosten	Verwaltungsgebühr: 30€ for the first registration at the locally responsible vehicle registration authorities https://www.gesetze-im-internet.de/stgebo_2011/anlage.html Verwaltungsgebühr: 10,20€ for the choice of a license plate https://www.gesetze-im-internet.de/stgebo_2011/anlage.html Verwaltungsgebühr: 12,80€ for initial registration via an i-KFZ portal https://www.gesetze-im-internet.de/stgebo_2011/anlage.html
Verfahrensablauf	
Bearbeitungsdauer	Processing is usually immediate.
Frist	There is no deadline.
weiterführende Informationen	https://servicesuche.bund.de https://bmdv.bund.de/SharedDocs/DE/Artikel/StV/Strassenverkehr/internetbasierte-fahrzeugzulassung.html
Hinweise	
Rechtsbehelf	
Kurztext	- Issuing the initial registration of a vehicle - Motor vehicles must be registered for use on public roads - on public roads; this also applies to trailers - The registration of a brand-new vehicle is referred to as initial registration - Application to the responsible registration authority - Registration authority issues the stamped registration documents and issues license plates

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- Registration authorizes,
 - to drive the vehicle on the road and
 - to park the vehicle in public areas
- Required documents:
 - Registration certificate part II (vehicle registration document) or, in the case of registration-free vehicles, the operating license
 - the EC Certificate of Conformity (CoC), or data confirmation or full expert opinion
 - Proof of ownership: purchase contract or invoice
 - Proof of valid motor vehicle liability insurance (eVB number)
 - Bank details for the SEPA direct debit mandate to pay the vehicle tax
- Prerequisites:
 - No outstanding fees and expenses from previous registrations of more than EUR 30
 - No motor vehicle tax debts of EUR 5 or more, including all late payment penalties, interest and late payment penalties
- Application: in person or by proxy
- If applying by proxy: original power of attorney and identity documents required
- Responsible: locally competent vehicle registration authority

Ansprechpunkt

The locally responsible registration authority in the district or city (registration office). In the case of natural persons, responsibility is based on the place of residence of the vehicle owner (in the case of several residences, on the location of the main residence) and in the case of legal entities, tradespeople and self-employed persons with a fixed place of business, on the registered office or the location of the branch office involved.

Zuständige Stelle
Formulare
Ursprungsportal

Erstzulassung eines Fahrzeugs (Neuzulassung) beantragen, Applying for initial registration of a vehicle (new registration)