

99115009001000

# Apply for an extended registration certificate

Heruntergeladen am 28.07.2025

<https://fimportal.de/xzufi-services/110292430/L100027>

Modul	Sachverhalt
Leistungsschlüssel	99115009001000
Leistungsbezeichnung I	Apply for an extended registration certificate
Leistungsbezeichnung II	
Typisierung	2/3b - Bund: Regelung, Land: Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Mecklenburg-Vorpommern
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher	

Modul	Sachverhalt
Ansprechpartner	Nein
Fachlich freigegeben am	11.12.2020
Fachlich freigegeben durch	Ministry of the Interior and Europe Mecklenburg-Western Pomerania
Handlungsgrundlage	§ Section 18 of the Federal Registration Act (BMG) <a href="https://www.gesetze-im-internet.de/bmg/_3.html">https://www.gesetze-im-internet.de/bmg/_3.html</a> <a href="https://www.gesetze-im-internet.de/bmg/_18.html">https://www.gesetze-im-internet.de/bmg/_18.html</a> <a href="https://www.landesrecht-mv.de/bsmv/document/jlr-InnMinKostVMV2017pP2">https://www.landesrecht-mv.de/bsmv/document/jlr-InnMinKostVMV2017pP2</a>
Teaser	If you need proof of your registration in the population register, you can apply for a written registration certificate.
Volltext	<p>If you need proof of your registration in the population register, you can apply for a written registration certificate. A registration certificate may be required for marriage, for example. Certificates for other persons can only be sent to the person concerned in writing or handed over on presentation of a power of attorney. Foreign citizens must submit an extended registration certificate to their consulates for passport matters.</p> <p>The extended registration certificate contains the following data:</p> <ol style="list-style-type: none"> <li>1. Family name,</li> <li>2. former names,</li> <li>3. first names,</li> <li>4. doctoral degree,</li> <li>5. religious name, stage name,</li> <li>6. date and place of birth and, if born abroad, the country of birth,</li> <li>7. current addresses, categorized according to main and secondary residence.</li> </ol> <p>The registration office of your current place of residence is responsible.</p> <p>With the extended registration certificate, you can prove to authorities (e.g. the registry office) and private</p>

Modul	Sachverhalt
	bodies that you are registered in the population register with the above-mentioned data.
<b>Erforderliche Unterlagen</b>	<p>Registration certificates must be applied for in person or by an authorized person:</p> <ul style="list-style-type: none"> <li>• Identity card or passport of the person making the application and</li> <li>• a power of attorney if necessary.</li> </ul>
<b>Voraussetzungen</b>	<ul style="list-style-type: none"> <li>• You can obtain an extended registration certificate on request.</li> <li>• The extended registration certificate can be issued at any time for the apartment you currently live in.</li> </ul>
<b>Kosten</b>	EUR 5.00 plus EUR 5.00 - 15.00 depending on administrative costs
<b>Verfahrensablauf</b>	<p>You can apply for an extended registration certificate at the registration office responsible for your current place of residence:</p> <ul style="list-style-type: none"> <li>• You can submit the application in writing or verbally.</li> <li>• The application can be made by you personally or by a person authorized by you.</li> <li>• You must identify yourself to the registration office and, if necessary, present a power of attorney if you are submitting the application on behalf of another person.</li> <li>• The registration authority will check your identity.</li> <li>• The registration authority will issue you with the extended registration certificate.</li> <li>• You are obliged to pay the fee for the extended registration certificate.</li> </ul>
<b>Bearbeitungsdauer</b>	none (the extended registration certificate is usually issued directly upon application)
<b>Frist</b>	none
<b>weiterführende Informationen</b>	
<b>Hinweise</b>	An electronic registration certificate can only be issued if the requirements of Section 10 (2) and (3) of the Federal Registration Act are met.

**Modul**
**Sachverhalt**
**Rechtsbehelf**
**Kurztext**

- Applying for an extended registration certificate
- Upon request, the person concerned will be issued with a written registration certificate. The extended registration certificate may contain the data specified in Section 3 (1) of the Federal Registration Act.

In addition to the following data

1. Family name,
2. former names,
3. first names,
4. doctorate,
5. religious name, stage name,
6. date and place of birth and, if born abroad, the country of birth,
7. current addresses, categorized according to main and secondary residence,

Other data can also be recorded, such as

1. legal representative, spouse, life partner and underage children, each with
2. Surname and first names, doctor's degree, date of birth, address, gender, date of death,
3. current nationalities,
4. previous addresses,
5. date of moving in, date of moving out,
6. marital status,
7. religious affiliation

- The registration authority of the current place of residence is responsible.

**Ansprechpunkt**

Registration office of the current place of residence

**Zuständige Stelle**

Registration authorities in the independent towns, large towns belonging to the district, offices and independent municipalities

**Formulare**

- Forms: none

(Individual registration authorities have their own forms.)

Modul	Sachverhalt
	<ul style="list-style-type: none"> <li>• Online procedure possible: no (see also under "Notes")</li> <li>• Written form required: no</li> <li>• Personal appearance required: yes</li> </ul>
Ursprungsportal	Apply for an extended registration certificate, Erweiterte Meldebescheinigung beantragen