

99085001012003, 99085001012003

# Applying for a passport for minors for the first time

Heruntergeladen am 19.07.2025

<https://fimportal.de/xzufi-services/124172708/L100027>

Modul	Sachverhalt
Leistungsschlüssel	99085001012003, 99085001012003
Leistungsbezeichnung I	Applying for a passport for minors for the first time
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	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

Modul	Sachverhalt
	Reisen innerhalb der Union verlangt werden (Personalausweis, Visum, Pass)
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	19.06.2025
Fachlich freigegeben durch	Ministry of the Interior, Building and Digitalization Mecklenburg-Western Pomerania
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/pa_g_1986/_6.htm">https://www.gesetze-im-internet.de/pa_g_1986/_6.htm</a>   <a href="https://www.gesetze-im-internet.de/passv_2007/_1.htm">https://www.gesetze-im-internet.de/passv_2007/_1.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>   <a href="https://www.gesetze-im-internet.de/pa_g_1986/_6.htm">https://www.gesetze-im-internet.de/pa_g_1986/_6.htm</a> 
Teaser	The passport can also be issued for persons between the ages of 0 and 18. This is necessary for some destinations, as the identity card or the child's passport, which may still be valid, is not recognized in all countries.
Volltext	<p>You can apply for a passport or identity card (electronic proof of identity function from the age of 16) for your child with German citizenship - regardless of age. Both are valid for 6 years for persons under the age of 24. Identity cards are recognized as travel documents in the EU and are sufficient for both adults and children. The passport allows visa-free travel for tourist purposes to over 170 countries worldwide. It is advisable to base the decision on an ID document for children on their use or travel behavior, as ID is only mandatory from the age of 16.</p> <p>The application of minors for a passport must be approved in writing by both parents (as long as they have joint custody and live together). In the case of unmarried or divorced parents, consent can be given by the parent to whom the family court has granted sole parental custody of the child. The decision of the</p>

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family court must be submitted with the application. The application can be made by only one parent if the consent of the other parent is confirmed in writing, a copy of the identity card of the other parent with custody is presented and there is no doubt as to the accuracy of this information. The child must always appear in person, as their identity must be verified. They must also sign if they are 10 years or older at the time of the passport application. It is also permissible for younger children to sign.

From the age of 7, fingerprints must be taken for the issue of a passport for minors. It is not possible to change the child's personal details (e.g. a change of name) in the passport. In these cases, a new passport must be applied for if necessary. Direct mailing is not available for travel documents for children.

Please note: Please find out about the specific entry requirements of your destination country and the required identification documents in good time before you travel. Information on this can be found in the travel and security advice issued by the Federal Foreign Office (<https://www.auswaertiges-amt.de/de/>)  
<https://www.mv-serviceportal.de/leistung?leistungId=18613262>  
<https://www.mv-serviceportal.de/leistung?leistungId=105543006>  
<https://www.auswaertiges-amt.de/de/service/fragenkatalog-node/03-dringendinsauslandreisen/606294>  
<https://www.mv-serviceportal.de/leistung?leistungId=18613262>

## Erforderliche Unterlagen

The child must be present in person when the application is submitted.

- Current biometric digital photograph

From May 1, 2025, only digital photographs are to be used for applications for official documents. The photograph can either continue to be taken by the photographer, who must upload the photograph to a secure cloud. You will receive a printout of a data matrix code (similar to a QR code), which the authority can use to find and download your photograph in the

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cloud. Alternatively, the passport authority can offer to take photos electronically on site at the authority and transfer them to the application process without media discontinuity. Please contact the authorities to find out whether they have devices for taking photos.

- Identity document (e.g. old or invalid children's passport, passport, identity card) of the child or a civil status certificate (e.g. birth certificate)
- If applicable, a declaration of consent from the person without custody and their ID (also possible as a copy) and, if applicable, proof of custody
- In the case of name changes, a certificate or certificate from the registry office

## Voraussetzungen

The minor child:

- has German citizenship
- must be present when the application is submitted.

## Kosten

Gebühr: 22€  
Gebühr: 32€  
Gebühr: 37,50€  
Gebühr: 6€  
Note: The fees are doubled if

- the authority has to issue the passport outside office hours or
- you apply for the passport to be issued by a passport authority that is not locally responsible, such as the municipality of a secondary residence.

## Verfahrensablauf

The applicant must appear in person to apply for a passport (e-passport). The application is completed on the spot with the processor. The applicant only has to sign. The personal appearance is essential because of the handwritten signature on the application form and the identity check. Identity can be proven by means of an official photo ID. This is usually an identity card. From the age of 10, the child's signature must be included on the passport. From the age of 6, fingerprints must be taken. The passport can also be collected by a person authorized in writing who must provide proof of identity.

## Bearbeitungsdauer

Please apply for travel documents for children in good

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time before departure. The processing and production time is usually 3 - 6 weeks. In urgent and emergency cases, the passport can be issued using the express procedure. In the express procedure, the passport is usually ready for collection 4 - 5 days after the application. There are additional costs for express applications.

## Frist

## weiterführende Informationen

## Hinweise

- You cannot take your passport with you immediately after submitting your application, as it is first produced at the Federal Printing Office. If the passport is needed earlier, an express passport can be applied for.
- Passports for minors are valid for 6 years. It is not possible to extend the period of validity.
- You must report the loss of your child's passport and its recovery to the passport office as soon as possible. Details can be found in the service description "Passport - report loss".
- At the joint request of both parents, the names of all custodial persons can be entered in the passport (or temporary passport) of minors if the surname of the minor is different from the surname of at least one custodial person. This simplifies checks when traveling across borders. However, this entry does not replace the written consent of the second person with custody - which may be required during the trip - for parents traveling alone with their child.
- The former children's passport was abolished on January 1, 2024. Since January 1, 2024, no new children's passports can be issued, extended or updated. The validity of children's passports that have already been issued remains unaffected.

## Rechtsbehelf

## Kurztext

The application of minors must be approved in writing by both parents (as long as they have joint custody and live together). In the case of unmarried or divorced parents, consent can be given by the parent to whom the family court has granted sole parental custody of the child. The decision of the family court must be

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	submitted with the application. The application can be made by only one parent if the consent of the other parent is confirmed in writing, a copy of the identity card of the other parent with custody is presented and there is no doubt as to the accuracy of this information. If one parent has sole parental custody, that parent is entitled to submit the application.
Ansprechpunkt	Passport office of the current place of residence
Zuständige Stelle	In Mecklenburg-Vorpommern, the competent authorities are the passport authorities in the independent towns, large towns belonging to districts, local authorities and independent municipalities.
Formulare	Forms available: No Written form required: No Informal application possible: Yes Personal appearance necessary: Yes
Ursprungsportal	Reisepass erstmalig für Minderjährige beantragen, Applying for a passport for minors for the first time