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To apply for registration in the register of craftsmen of persons authorized to practice

Heruntergeladen am 17.07.2025

<https://fimportal.de/xzufi-services/222785028/L100038>

Modul	Sachverhalt
Leistungsschlüssel	99058007060011, 99058007060011
Leistungsbezeichnung I	To apply for registration in the register of craftsmen of persons authorized to practice
Leistungsbezeichnung II	To apply for registration in the register of craftsmen of persons authorized to practice
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Thüringen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Handwerk (058)
Verrichtungskennung	Eintragung (060)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder

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	Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens
Lagen Portalverbund	Eintragung in Register (2020100), Befähigungs- und Sachkundenachweise (2010200), Anmeldepflichten (2010100)
Einheitlicher Ansprechpartner	Ja
Fachlich freigegeben am	23.06.2025
Fachlich freigegeben durch	Federal Ministry of Economics and Climate Protection (BMWK)
Handlungsgrundlage	https://www.gesetze-im-internet.de/hwo/_6.html https://www.gesetze-im-internet.de/hwo/_7.html https://www.gesetze-im-internet.de/hwo/_10.html
Teaser	Do you have a license to practice another craft subject to registration as a standing trade or for experienced journeymen or women? If so, you must have this entered in the register of skilled crafts before taking up the activity.
Volltext	<p>If you have an authorization to practice another trade requiring approval as a standing trade or for experienced journeymen or women, you must have this entered in the register of skilled crafts before starting work.</p> <p>You must apply for the authorization to practice in advance with a separate application to your local Chamber of Crafts.</p> <p>You can have practice authorizations entered in the register of skilled crafts for</p> <ul style="list-style-type: none"> • another trade: You are already practicing a trade subject to licensing and you want to expand your commercial activity to another trade subject to licensing or essential activities of such a trade. • for journeymen and women with qualified professional experience: You have passed a journeyman's examination or a final examination in a recognized training occupation, have acquired relevant

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professional experience and want to become self-employed or exercise a management function.

The following are excluded from the issuance of a practice authorization for journeymen or journeywomen with qualified professional experience:

- chimney sweeps
- opticians
- Hearing aid acousticians
- orthopaedic technicians
- Orthopedic shoemakers
- dental technicians.

The register of craftsmen lists among others

- natural persons,
- partnerships with legal capacity or
- legal entities as well as
- the name and qualification of the company management.

Registration in the Handicrafts Register is obligatory if you

- want to practice a craft that is subject to licensing,
- want to exercise the craft only in parts and
- want to perform essential activities of several crafts, then for each of these crafts.

You will find a complete list of the crafts subject to registration in Annex A of the Crafts Code (HwO).

The Chambers of Crafts provide further information on this service. Please contact the responsible Chamber of Crafts for more information.

Erforderliche Unterlagen

- Application for registration in the register of skilled crafts
- Authorization to practice another trade, or
- Authorization to practice for journeymen and women with qualified professional experience:

In case of sole proprietorship:

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	<ul style="list-style-type: none"> • Identity card or a comparable identification document (copy). • Business registration (copy): Can be submitted later after registration in the register of skilled crafts.
Voraussetzungen	In the context of the application for a license to practice, the following were recognized Training and qualification certificates, professional experience and/or compensatory measures taken for the craft to be registered were recognized.
Kosten	The amount of the fees can be found in the fee schedule of the responsible Chamber of Crafts.
Verfahrensablauf	<p>You can apply for entry in the register of skilled crafts in writing or, in some cases, online at your local Chamber of Skilled Crafts. Please inform yourself about the procedure at the responsible Chamber of Skilled Crafts. You can also have the required documents sent to you.</p> <ul style="list-style-type: none"> • Submit your application documents to your local Chamber of Skilled Crafts. • The Chamber of Skilled Crafts will check your application for completeness and, on the basis of the authorization to practice, whether it corresponds to the craft you wish to practice. • If you meet the registration requirements, you will be notified in advance of the anticipated registration. • Once registration has taken place, you will receive a written certificate from your local Chamber of Crafts. Your business will receive the so-called Handwerkskarte. • If the registration is refused, you will receive a notification from the local Chamber of Crafts.
Bearbeitungsdauer	<p>3 Monat(e)</p> <p>Provided that all documents are complete and no further procedure is necessary, the Chamber of Skilled Crafts shall make the entry in the Register of Skilled Crafts within 3 months, otherwise the entry shall be deemed to have been made after the expiry of this period.</p>
Frist	You must be registered in the register of craftsmen before starting the activity.

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weiterführende Informationen	https://www.handwerkskammer.de/ https://www.gesetze-im-internet.de/hwo/anlage_a.html https://www.gesetze-im-internet.de/hwverwdtv/BJNR013550968.html
Hinweise	There are no clues or specifics.
Rechtsbehelf	<ul style="list-style-type: none"> • You can take legal action against a rejection of your application for entry in the register of skilled crafts. • Depending on the federal state in which you have submitted the application, a preliminary procedure will be carried out first. • For information on the existing legal remedies, please refer to the instructions on legal remedies in your notification.
Kurztext	<ul style="list-style-type: none"> • Registration of persons with a right to practice in the Crafts Register • The authorization to practice should now be followed by the registration in the register of craftsmen • Handicrafts Register as a register of all owners of a business of a craft subject to licensing in the standing trade. • Register contents are among other things craft subject to licensing in the standing trade Name and qualification of the management • Registration is mandatory for: Expansion of the business to include other crafts subject to licensing or essential activities of other crafts subject to licensing (§ 7a HwO) Exercise of a craft subject to licensing by journeymen and women with qualified professional experience in certain crafts subject to licensing (§ 7b HwO). • Required documents: Authorization to practice another trade Authorization to practice for journeymen and women with qualified work experience • Application can be made in writing or partially online at the locally responsible chamber of handicrafts • Deadline: prior to commencement of craft activity • Fees: Amount depends on the schedule of fees of the responsible chamber of handicrafts • Responsible: Chamber of Skilled Crafts in whose district the commercial establishment is intended to be located

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Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	Die Eintragung in die Handwerksrolle von Personen mit einer Ausübungsberechtigung beantragen, To apply for registration in the register of craftsmen of persons authorized to practice