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Apply for entry in the register of crafts that do not require a licence or in the register of trades similar to crafts

Heruntergeladen am 08.06.2025

<https://fimportal.de/xzufi-services/101974950/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99058017060000, 99058017060000
Leistungsbezeichnung I	Apply for entry in the register of crafts that do not require a licence or in the register of trades similar to crafts
Leistungsbezeichnung II	
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Brandenburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Handwerk (058)

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Verrichtungskennung	Eintragung (060)
SDG-Informationsbereich	Anerkennung von Qualifikationen zum Zwecke der Beschäftigung in einem anderen Mitgliedstaat
Lagen Portalverbund	Anmeldepflichten (2010100), Eintragung in Register (2020100)
Einheitlicher Ansprechpartner	Ja
Fachlich freigegeben am	08.09.2022
Fachlich freigegeben durch	The Senator for Economics, Labour and Europe of the Free Hanseatic City of Bremen Ministry of Economic Affairs, Labour and Energy of the State of Brandenburg 26.05.2023
Handlungsgrundlage	https://www.gesetze-im-internet.de/hwo/_18.html https://www.gesetze-im-internet.de/hwo/_18.html
Teaser	If you would like to independently pursue a craft that does not require a licence or a trade-like trade, you must notify your Chamber of Crafts of the start of the commercial activity.
Volltext	<p>The list of proprietors of a craft or a craft similar to a craft is a register in which all</p> <ul style="list-style-type: none"> • natural and • legal entities, as well as • partnerships with legal capacity <p>who are engaged in a craft or trade-like trade that does not require a licence. The crafts that do not require a licence are listed in Section 1 of Annex B to the Crafts Code.</p> <p>These include, but are not limited to:</p> <ul style="list-style-type: none"> • Watchmaker • goldsmiths and silversmiths, • Wood sculptors, • Sailmaker

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- Schumacher
- Miller
- brewers and maltsters,
- Textile cleaners,
- Cleaner
- Photographers
- Bookbinder and
- Luthier.

The trades-like trades are listed in Section 2 of Annex B to the Crafts Code. These include, but are not limited to:

- Iron braider,
- Floor layers,
- metal grinders and metal polishers,
- Vehicle recyclers,
- pipe and sewer cleaners,
- Ice cream makers,
- Beauticians and
- Piano tuner.

In order for the register to be kept correctly, there is a legal obligation to notify the Chamber of Crafts of the start or end of the independent operation of a craft or trade-like trade that does not require a licence. The notification of the start of operations triggers a procedure for entry in the register.

Erforderliche Unterlagen

The actual notification of the start of operations of a craft or trade-like trade that does not require a licence can be made informally. For the registration procedure to be carried out thereafter, the following documents must be submitted:

****Sole proprietorship:****

- Copy of identity card or comparable identification document
- Copy of the business registration (can be submitted later)

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****Partnerships under civil law (GbR):****

- Copies of the identity cards or comparable identification papers of the shareholders or authorized representatives
- Copy of the articles of association (unless informally concluded)
- Copy of the business registration (can be submitted later)

****Commercial partnerships with legal capacity of the general partnership (OHG), limited partnership (KG) and corresponding foreign company forms:****

- Copies of the identity cards or comparable identification papers of the shareholders or authorized representatives
- for proof of entrepreneurial legal form
 - at the company's registered office in Germany:
 - in the case of companies entered in the commercial register: extract from the register, in the case of the OHG additionally a copy of the articles of association
 - if no entry in the register has been made: copy of the articles of association
 - in the case of foreign legal forms:
 - Excerpt from the register of the competent foreign register for companies entered in registers, otherwise - copy of the articles of association
 - Copy of the business registration (can be submitted later)

****Legal entities – limited liability company (GmbH), limited liability entrepreneurial company (UG), stock corporation (AG), registered cooperative (eG):****

- Copies of the identity cards or comparable identification papers of the persons authorised to

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	<p>represent the company</p> <ul style="list-style-type: none"> • for proof of entrepreneurial legal form: <ul style="list-style-type: none"> • at the company's registered office in Germany: <p>Excerpt from the commercial or cooperative register</p> <ul style="list-style-type: none"> • in the case of foreign legal forms: extract from the register of the competent foreign register • Copy of the business registration (can be submitted later after entry in the register of craftsmen)
Voraussetzungen	<ul style="list-style-type: none"> • They carry out a craft or trade-like trade that does not require a licence on their own. • As part of the registration, it is recorded who carries out the entrepreneurial activity in the craft or trade-like trade that does not require a licence. The obligation to notify and register applies to the owners, in the case of partnerships to the partners and in the case of corporations to the authorized representatives (e.g. GmbH managing directors) of the respective company.
Kosten	The specific fee can be found in the schedule of fees of the Chamber of Crafts, which can be accessed on the Chamber's website.
Verfahrensablauf	
Bearbeitungsdauer	
Frist	Immediately upon commencement of business activity
weiterführende Informationen	<p>**Advice and contact details of the Chambers of Crafts**</p> <p><https://www.handwerkskammer.de></p> <p>**List of all crafts and trades that do not require a licence**</p> <p><https://www.gesetze-im-internet.de/hwo/anlage_b.html></p> <p>https://www.hwk-ff.de/datenschutz/</p> <p>https://www.hwk-cottbus.de/datenschutz</p> <p>https://www.hwk-potsdam.de/artikel/datenschutzerklaerung-9,892,3664.html</p> <p>https://www.hwk-ff.de/datenschutz/</p> <p>https://www.hwk-cottbus.de/datenschutz</p> <p>https://www.hwk-potsdam.de/artikel/datenschutzerklaerung-9,892,3664.html</p>

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Hinweise	
Rechtsbehelf	Legal recourse is open against a rejection of the application for entry in the register of proprietors of a business of a craft that is not subject to authorisation or of a craft similar trade. Information on the existing legal remedies can be found in the instructions on legal remedies in the notices.
Kurztext	<ul style="list-style-type: none"> • List of proprietors of an establishment of a craft or a craft similar to a craft subject to authorisation - Registration <ul style="list-style-type: none"> • If a craft that does not require a licence or a trade-like trade is to be carried out independently, this must be reported to the locally competent Chamber of Crafts and an entry in the register of the owners of a business of a craft without a licence or a trade-like trade must be applied for <ul style="list-style-type: none"> • entry in the register of holders of a craft or a craft similar to a craft that is not subject to authorisation is possible for: <ul style="list-style-type: none"> • natural or legal persons, and • partnerships with legal capacity • no proof of qualification is required for entry in the register <ul style="list-style-type: none"> • Master craftsman's title for unlicensed crafts can be acquired voluntarily • responsible: Chamber of Crafts in whose district the commercial establishment is located
Ansprechpunkt	
Zuständige Stelle	The Chamber of Crafts in whose district the main commercial establishment is located is responsible. https://www.handwerkskammer.de/ https://www.handwerkskammer.de/
Formulare	<p>Online application:</p> <ul style="list-style-type: none"> • Go to the website of your local Chamber of Crafts or to the service portal of your federal state and select the right online service. • The online service guides you step by step through the application.

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- You can submit the required documents digitally.

Written application:

- Go to the website of your local Chamber of Crafts.
- Download the application forms for registration in the register of craftsmen.
- Fill out the forms completely and send them to your local Chamber of Crafts together with the required proof of your knowledge.
- Your application and the supporting documents will be checked by the Chamber of Crafts.

After checking your documents, you will receive a craftsman's card and a notification of registration if the requirements are met.

<https://www.hwk-ff.de/formulare-und-downloads/>

<https://www.hwk-cottbus.de/artikel/downloads-handwerksrolle-7,669,133.html>

<https://www.hwk-potsdam.de/artikel/dokumente-formulare-merkblaetter-9,908,3706.html>

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Ursprungsportal

Apply for entry in the register of crafts that do not require a licence or in the register of trades similar to crafts, Eintragung in das Verzeichnis zulassungsfreier Handwerke oder in das Verzeichnis handwerksähnlicher Gewerbe beantragen