

99083001011001, 99083001011001

Surname change for an important reason

Heruntergeladen am 29.06.2025

<https://fimportal.de/xzufi-services/108270256/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99083001011001, 99083001011001
Leistungsbezeichnung I	Surname change for an important reason
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Brandenburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Namen (083)
Verrichtungskennung	Änderung (011)
SDG-Informationsbereich	
Lagen Portalverbund	Urkunden und Bescheinigungen (1070200), Eheschließung (1020300)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	22.10.2020
Fachlich freigegeben durch	Ministry of the Interior and Municipal Affairs of the State of Brandenburg, Department 23
Handlungsgrundlage	https://www.gesetze-im-internet.de/nam_ndg/__3.html https://www.gesetze-im-internet.de/nam_ndg/__3.html
Teaser	You can change your family name if you have an important reason to do so.
Volltext	You must have an important reason for changing your name.
Erforderliche Unterlagen	<ul style="list-style-type: none"> • identity card or passport or children's ID card or • certified copy of the birth record • If applicable, certified copy of the marriage entry (marriage entry) or civil partnership entry • if applicable, approval by the court for the guardian or guardian, • if applicable, proof of the outcome of the applicant's court hearing, and • a declaration by the applicant that he or she is aware that the change of name or the rejection or withdrawal of the application is subject to a fee; • Explanation of whether a change of name has been requested before, if applicable, when and to which authority. <p>In individual cases, further documents and evidence may be required. Information on this can be obtained from the responsible name change authority. The documents should be submitted in the original. These will be returned to you after the copies have been certified.</p>
Voraussetzungen	<ul style="list-style-type: none"> • German or recognized as a stateless, homeless foreigner, foreign refugee or as a person entitled to asylum, • important reason, which is described in detail in the application, • if you are between 7 and 18 years old: a legal representative who makes the application on your

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	<p>behalf (father, mother, guardian, guardian),</p> <ul style="list-style-type: none"> • only for the guardian: authorization of the family court, • only for the guardian: approval of the guardianship court.
Kosten	The costs are determined by the administrative effort in each individual case. The fee range is €2.50 - €1,050.
Verfahrensablauf	<p>You submit the application for a name change in writing to your municipality or district and attach the necessary evidence to the application.</p> <p>The application will be reviewed by the relevant name change authority.</p> <p>If you apply for a change of name as a person with limited legal capacity who is at least 16 years old, you will be questioned and heard by the family court on the application.</p> <p>Persons cared for are questioned and heard by the guardianship court.</p> <p>You will receive a written notification as to whether the requested name change will take place and a certificate of the name change or a notice of rejection of your application. At the same time, you will receive a notification of the fees you have to pay.</p> <p>The competent authority arranges for the subsequent notarisation of the name change in the birth register and in the marriage register or civil partnership register. It notifies the registration authority responsible for the home of the person concerned of the change or determination of the name.</p>
Bearbeitungsdauer	The processing time depends on the individual case and can be requested from the responsible name change authority.
Frist	none
weiterführende Informationen	

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Hinweise	
Rechtsbehelf	
Kurztext	You must have an important reason for changing your name.
Ansprechpunkt	The application can be submitted to the authority responsible for the decision (district, independent city or large district city) or to your municipality of residence.
Zuständige Stelle	<p>The districts and independent cities as well as the large cities belonging to the district Eberswalde, Eisenhüttenstadt, Falkensee, Oranienburg and Schwedt/Oder are responsible for deciding on the application.</p> <p>The application can be submitted to these offices or to the municipalities of residence.</p>
Formulare	The application must be made in writing.
Ursprungsportal	Familiennamen Änderung aus einem wichtigen Grund, Surname change for an important reason