

99107022012000, 99107022012000

# Housing entitlement certificate issue

Heruntergeladen am 09.06.2025

<https://fimportal.de/xzufi-services/108306118/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99107022012000, 99107022012000
Leistungsbezeichnung I	Housing entitlement certificate issue
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	Sozialleistungen (107)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Rechte und Pflichten im Bereich der sozialen Sicherheit in der Union, auch im Zusammenhang mit Renten
Lagen Portalverbund	Wohnen und Umzug (1050200), Existenzsicherung und staatliche Unterstützung (1140100)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	16.06.2023
Fachlich freigegeben durch	Ministry for Infrastructure and Regional Planning of the State of Brandenburg
Handlungsgrundlage	<p>The housing promotion laws of the individual federal states apply. If the federal states have not passed their own laws, the federal law applies.</p> <p><a href="https://www.gesetze-im-internet.de/wofg/_27.html">https://www.gesetze-im-internet.de/wofg/_27.html</a></p>
Teaser	If you only have a low income and would therefore like to rent subsidized housing, you can apply for a housing entitlement certificate.
Volltext	<p>The apartments subsidized with funds from the social housing promotion program (so-called social housing) are subject to occupancy and rent control. This means that the owner may only rent the apartments to households that have a corresponding certificate of eligibility for housing. In addition, the rent for the apartment may not exceed a certain amount. The rent is usually lower than the rent for other apartments.</p> <p>Which households can obtain a certificate of eligibility for social housing?</p> <p>A certificate of eligibility for social housing can be issued if certain requirements are met. The applicant, who forms a household with the members of his/her household, must comply with the income limit applicable to this household in accordance with § 22 BbgWoFG. The income is checked by the authority to which the application for a housing entitlement certificate is submitted.</p> <p>In addition, the size of an apartment that may be occupied generally depends on the size of the household (appropriate apartment size).</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Application form with signature of the applicant</li> <li>• Identity documents of all persons belonging to the household (e.g. current identity card or passport or foreign passport with residence title/residence permit)</li> </ul>

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	<ul style="list-style-type: none"> <li>• Proof of income of the applicant and all members of the household</li> </ul> <p>Further documents or evidence may be required (e.g. medical certificates, certificate of severe disability, pregnancy certificate/mother's passport, birth certificate of the child or children, tenancy agreement, current certificate of study or school certificate, etc.) .</p>
Voraussetzungen	<p>Eligible applicants are those seeking accommodation who are not only staying temporarily in the area covered by this Act and who are in a position to establish a long-term residence as the center of their life and to run an independent household.</p> <p>The receipt of a residence entitlement certificate is dependent on income. Therefore, only households whose total income does not exceed the <b>**income limit**</b> according to § 22 BbgWoFG will receive a housing entitlement certificate.</p> <p>For details, please contact your local housing office.</p>
Kosten	The fees are at the discretion of the responsible office.
Verfahrensablauf	<p>You can only obtain a certificate of eligibility for housing if you apply to the relevant authority.</p> <p>You must apply for a certificate of eligibility for housing at the local authority responsible. You will also receive a corresponding application form there. The applications are also often available online. The application must be submitted by the entitled person.</p> <p>The housing entitlement certificate is usually valid for one year and can then be reapplied for if necessary.</p>
Bearbeitungsdauer	Once the required documents and evidence are complete, a processing time of 4 - 5 weeks should generally be expected. The competent authority may decide on urgency.
Frist	Applications can be submitted at any time (no application deadlines). The period of validity of a

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	housing entitlement certificate is generally one year (§ 14 BbgWoFG). In justified individual cases, the housing entitlement certificate can be issued for a period of two years.
weiterführende Informationen	You can obtain further information from any housing office in Brandenburg.
Hinweise	
Rechtsbehelf	Contradiction
Kurztext	<ul style="list-style-type: none"> <li>• Housing entitlement certificate (also: WBS)               <ul style="list-style-type: none"> <li>• is required to move into social housing.</li> <li>• This entitles a person to rent an apartment whose construction was subsidized with public funds (social housing).                   <ul style="list-style-type: none"> <li>• This requires proof of the income of this person and the other household members, which must not exceed a certain amount.</li> <li>• A WBS issued in the state of Brandenburg is only valid for housing in the state of Brandenburg. A certificate of eligibility for housing issued in another federal state of the Federal Republic of Germany will not be recognized.</li> <li>• WBS is usually valid for 1 year (in justified exceptional cases also 2 years).</li> <li>• the applicant must generally be of legal age (exceptions must be clarified with the responsible authority)</li> <li>• Responsible: Municipal, district or city administration of the current or future place of residence</li> </ul> </li> </ul> </li> </ul>
Ansprechpunkt	
Zuständige Stelle	<p>Municipal, district or city administration (housing office)</p> <ul style="list-style-type: none"> <li>• either at your current place of residence, if this is in Brandenburg,</li> <li>• or the housing office of the place in Brandenburg where the future apartment is to be located.</li> </ul>
Formulare	Note: You can also obtain an application for a housing entitlement certificate from the relevant housing office.

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	<p>You may find more detailed information on the website of your local authority (housing office).</p> <p><a href="https://mil.brandenburg.de/sixcms/media.php/9/Antrag_WBS_ausfuellbar.pdf">https://mil.brandenburg.de/sixcms/media.php/9/Antrag_WBS_ausfuellbar.pdf</a></p> <p><a href="https://mil.brandenburg.de/sixcms/media.php/9/Einkommenserklaerung.pdf">https://mil.brandenburg.de/sixcms/media.php/9/Einkommenserklaerung.pdf</a></p> <p><a href="https://mil.brandenburg.de/sixcms/media.php/9/Erlaeuterungen-zur-Einkommenerklaerung.pdf">https://mil.brandenburg.de/sixcms/media.php/9/Erlaeuterungen-zur-Einkommenerklaerung.pdf</a></p> <p><a href="https://mil.brandenburg.de/sixcms/media.php/9/Antrag_WBS_ausfuellbar.pdf">https://mil.brandenburg.de/sixcms/media.php/9/Antrag_WBS_ausfuellbar.pdf</a></p> <p><a href="https://mil.brandenburg.de/sixcms/media.php/9/Einkommenserklaerung.pdf">https://mil.brandenburg.de/sixcms/media.php/9/Einkommenserklaerung.pdf</a></p> <p><a href="https://mil.brandenburg.de/sixcms/media.php/9/Erlaeuterungen-zur-Einkommenerklaerung.pdf">https://mil.brandenburg.de/sixcms/media.php/9/Erlaeuterungen-zur-Einkommenerklaerung.pdf</a></p>
Ursprungsportal	Housing entitlement certificate issue, Wohnberechtigungsschein Ausstellung