

99085001012000

Heruntergeladen am 08.06.2025

<https://fimportal.de/xzufi-services/S1000020010000002231/S100002>

Modul	Sachverhalt
Leistungsschlüssel	99085001012000
Leistungsbezeichnung I	
Leistungsbezeichnung II	Application Passport
Typisierung	2b - Bundesauftragsverwaltung: Regelung, Land: Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Hamburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	<div lang="en-x-mtfrom-de">ID card</div> , <div lang="en-x-mtfrom-de">renewal</div> , <div lang="en-x-mtfrom-de">abroad</div> , <div lang="en-x-mtfrom-de">vacation</div> , <div lang="en-x-mtfrom-de">provisionally</div> , <div lang="en-x-mtfrom-de">loss</div> , <div lang="en-x-mtfrom-de">New exhibition</div> , <div lang="en-x-mtfrom-de">Identity identification procedure</div> , <div lang="en-x-mtfrom-de">Identity verification</div> , <div lang="en-x-mtfrom-de">First exhibition</div> , <div lang="en-x-mtfrom-de">after naturalization</div> , <div lang="en-x-mtfrom-de">Changes</div> , <div lang="en-x-mtfrom-de">Passport number</div> , <div> </div>

Modul	Sachverhalt
	<div>lang="en-x-mtfrom-de"&gt;Serial number&lt;/div&gt;, &lt;div lang="en-x-mtfrom-de"&gt;express&lt;/div&gt;, &lt;div lang="en-x-mtfrom-de"&gt;additionally&lt;/div&gt;, &lt;div lang="en-x-mtfrom-de"&gt;Trip&lt;/div&gt;</div>
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	25.04.2024
Fachlich freigegen durch	
Handlungsgrundlage	<p>Passport Act (PassG)          &lt;<a href="https://www.gesetze-im-internet.de/pa_g_1986/index.html">https://www.gesetze-im-internet.de/pa_g_1986/index.html</a>&gt;</p> <p>Passport Administration Regulation (PassVwV)          [<a href="https://www.verwaltungsgesetze-im-internet.de/bsvwwbund_16122019_DGI220105713.htm">https://www.verwaltungsgesetze-im-internet.de/bsvwwbund_16122019_DGI220105713.htm</a>](<a href="https://www.verwaltungsvorschriften-im-internet.de/bsvwwbund_16122019_DGI220105713.htm">https://www.verwaltungsvorschriften-im-internet.de/bsvwwbund_16122019_DGI220105713.htm</a>)</p> <p>Passport Ordinance (PassV)          &lt;<a href="https://www.gesetze-im-internet.de/passv_2007/index.html">https://www.gesetze-im-internet.de/passv_2007/index.html</a>&gt;</p>
Teaser	<p>If you are a German citizen, you can apply for a passport. You will need a passport, especially if you want to travel to a country outside the European Union.</p>
Volltext	<p>Anyone with German citizenship can be issued a passport, regardless of their age. If you want to travel beyond the borders of the European Union, you will need a valid passport. You must apply for one at the relevant authority.</p> <p>The regular passport has 32 pages. If you travel frequently, you can apply for a 48-page passport. If you</p>

## Modul

## Sachverhalt

need a passport urgently, you can apply for an express passport.

Under the following conditions, the passport loses its validity and must be reapplied for travel outside the European Union:

- Expiry of validity (you cannot update your passport or extend its validity)
- Your name has changed (for example, through marriage, divorce, or civil partnership registration). This also applies to children whose names have changed.
- the photo on your passport is no longer suitable for your identification (this may be particularly the case with infants or young children).
- You want to have a religious or artistic name or a doctorate title included in your passport.

From May 1, 2025, there will be new regulations regarding the required photo:

From this date, you will no longer be permitted to submit paper-based photos. Instead, you will need an electronic photo. You can create this on-site or bring the QR code provided by a photographer. Further information can be found in the "Links" section.

## Erforderliche Unterlagen

- Current biometric passport photo (A photo booth is available on-site. The fee for an on-site photo is €6.00. You will not receive a printout. The photo booth is not suitable for passport photos of infants and small children.)
  - Starting May 1, 2025, you must submit your passport photo in electronic form. You can have the photo taken on-site or bring a QR code, which the photo studio will provide you with when the photo is taken.
  - Proof of identity, for example
    - identity card
    - old passport or child's passport

If the passport is to be issued to a person under 18 years of age, additionally:

- personal presence of the minor

## Modul

## Sachverhalt

- Proof of sole custody
- Consent form of the absent guardian and copy of proof of identity of the absent guardian
- Birth certificate (always required for first-time application)

If your passport has been stolen and you have already filed a police report, please bring the theft report with you.

If your name has changed, please also:

- Birth, marriage, marriage certificate or declaration of naming

If you would like to apply for a passport for the first time and have obtained German citizenship through naturalization, you must also:

- Passport or ID card of the country of birth or a certificate of identity
- Naturalization certificate

If you wish to register a religious or artistic name for the first time, please also:

- Proof from the competent authority of the right to use a religious or artistic name (in Hamburg, the competent authority is the Ministry of the Interior and Sport)

If you would like to register a doctorate for the first time, please also:

- Proof of doctorate

## Voraussetzungen

- You have German citizenship.
- You are personally present when submitting the application.

## Modul

## Sachverhalt

If the passport is to be applied for for a minor (under 18 years of age):

- personal presence of the minor
- The minor has German citizenship.
- all persons with custody are present in person.

If a person with custody cannot be present, their consent must be provided in writing.

In the case of shared custody, the person with custody with whom the minor primarily resides (main residence) must be present.

For applications outside your main residence, if Hamburg is your secondary residence:

- You provide an important reason why you are not applying for a passport at the office responsible for your main residence.
- The competent authority at your primary residence approves. Approval is obtained from the authority to which you intend to submit the application.

## Kosten

- EUR 37.50 for applicants under 24 years of age
- 70.00 EUR for applicants aged 24 and over

The fees will double if you apply for the passport at a location other than your primary residence.

Possible additional charges:

- 22.00 EUR for a passport with 48 pages
- 32.00 EUR for a passport using the express procedure
- 26.00 EUR for a temporary passport

## Verfahrensablauf

- You can make an appointment online or by calling 115.
- If you are not applying for your passport at your primary residence, please clarify when making your appointment whether your reason for doing so will be accepted.
- You will appear in person at the appointment - if necessary together with all other relevant persons -

Modul	Sachverhalt
	<p>and apply for the passport by presenting the necessary documents.</p> <ul style="list-style-type: none"> <li>• Your index finger fingerprints will be scanned and stored electronically (only for people who have already reached the age of 6).</li> <li>• The passport will be ordered for you from an external agency.</li> <li>• You will receive a collection slip with which you can collect the passport.</li> <li>• After you have been informed that your passport is ready, collect it from the location where you applied for it.</li> </ul>
Bearbeitungsdauer	<p>The application process takes approximately 15 minutes. Due to exceptionally high order volumes, delivery times for passports are currently taking significantly longer. We would therefore like to ask you to consider applying for an express passport if necessary.</p>
Frist	<p>Period of validity: • Application under 24 years: Passport is valid for 6 years. • Application from age 24: Passport is valid for 10 years. • Provisional passport: maximum 12 months</p>
weiterführende Informationen	<p> <a href="https://www.hamburg.de/service/suche/reisepass/">https://www.hamburg.de/service/suche/reisepass/</a>  <a href="https://www.hamburg.de/service/suche/reisepass/">https://www.hamburg.de/service/suche/reisepass/</a>  <a href="https://www.auswaertiges-amt.de/sid_A0BDAFCD687828A1240C8978B27FF7D6/DE/Laenderinformationen/Uebersicht_Navi.html">https://www.auswaertiges-amt.de/sid_A0BDAFCD687828A1240C8978B27FF7D6/DE/Laenderinformationen/Uebersicht_Navi.html</a>  <a href="https://www.auswaertiges-amt.de/sid_A0BDAFCD687828A1240C8978B27FF7D6/DE/Laenderinformationen/Uebersicht_Navi.html">https://www.auswaertiges-amt.de/sid_A0BDAFCD687828A1240C8978B27FF7D6/DE/Laenderinformationen/Uebersicht_Navi.html</a>  <a href="https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/fotomustertafel.html">https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/fotomustertafel.html</a>  <a href="https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/fotomustertafel.html">https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/fotomustertafel.html</a>  <a href="https://www.bmi.bund.de/Webs/PA/DE/service/faq/faq-artikel.html">https://www.bmi.bund.de/Webs/PA/DE/service/faq/faq-artikel.html</a>  <a href="https://www.bmi.bund.de/Webs/PA/DE/service/faq/faq-artikel.html">https://www.bmi.bund.de/Webs/PA/DE/service/faq/faq-artikel.html</a>  <a href="https://www.auswaertiges-amt.de/de/aussenpolitik/laender/usa-node/usaverreinigttestaatensicherheit/201382">https://www.auswaertiges-amt.de/de/aussenpolitik/laender/usa-node/usaverreinigttestaatensicherheit/201382</a> </p>

**Modul**
**Sachverhalt**

<https://www.auswaertiges-amt.de/de/aussenpolitik/laender/usa-node/usavereinigtestaatsicherheit/201382>  
<https://serviceportal.hamburg.de/HamburgGateway/FV/P/FV/bezirke/passda/?sid=110&msclkid=7a10d4c2d10a11ec94ae55f4af75fab2>  
<https://serviceportal.hamburg.de/HamburgGateway/FV/P/FV/bezirke/passda/?sid=110&msclkid=7a10d4c2d10a11ec94ae55f4af75fab2>  
[https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/personalausweis-seriennummer.pdf?\\_\\_blob=publicationFile&v=4](https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/personalausweis-seriennummer.pdf?__blob=publicationFile&v=4)  
[https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/personalausweis-seriennummer.pdf?\\_\\_blob=publicationFile&v=4](https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/personalausweis-seriennummer.pdf?__blob=publicationFile&v=4)  
<https://www.hamburg.de/service/info/11264992/>  
<https://www.hamburg.de/service/info/11264992/>  
<https://www.hamburg.de/go/17584>  
<https://www.hamburg.de/politik-und-verwaltung/behoerden/behoerde-fuer-wissenschaft-forschung-gleichstellung-und-bezirke/standorte-17584>  
<https://www.bmi.bund.de/DE/themen/moderne-verwaltung/ausweise-und-paesse/reisepass/reisepass-node.html>  
<https://www.bmi.bund.de/DE/themen/moderne-verwaltung/ausweise-und-paesse/reisepass/reisepass-node.html>  
<https://www.hamburg.de/service/info/11458175/n0/>  
<https://www.hamburg.de/service/info/11458175/n0/>

**Hinweise**

In principle, you are only allowed to have one passport. You can only be issued a second passport if you can prove that you have a legitimate interest. For more information, read the linked entries.

If you are already abroad and need a German passport, for example because you have lost your passport or because it has been stolen, please contact the German representation abroad.

**Rechtsbehelf**

- Complaint
- Contradiction

**Kurztext**

- Identification document required for travel,

**Modul**
**Sachverhalt**

regardless of the age of the traveler

- Travel outside the EU: passport
- Normal passport: 32 pages, 48 pages available if required
- Express procedure possible if passport is needed promptly
- Under the following conditions, the passport loses its validity and must be reapplied for travel outside the European Union:
  - Expiry of validity
  - Name has changed (for example, due to marriage, divorce, or civil partnership registration). This also applies to children whose name has changed.
  - The photo on the passport is no longer suitable for identification (this may be particularly the case with infants or small children).
  - Entry of a religious or artistic name or a doctoral title
- From 01.05.2025 new regulations on photos and direct shipping
  - Photos must be submitted in electronic form
  - Photos can be taken on site
  - Alternatively: Create in the photo studio and bring the QR code from there

**Ansprechpunkt**

If you want to find out exactly who is responsible for your request, please follow the link to [Hamburg Service](<https://www.hamburg.de/service/info/hasi/2231>)

**Zuständige Stelle**

Hamburg services

**Formulare**
**Ursprungsportal**

Hamburg Service, Hamburg Service (Currently this link is only available in german)