

## Pre-filled tax return (VaSt) - retrieve certificates

How do I receive the pre-completed tax return?

### Competent Department

- [Finanzamt Bremen](#)

### Basic information

With the pre-filled tax return, it is possible to retrieve the data provided to the tax administration by employers or insurance companies regarding his person for the last 4 years. In addition to

Name,

Address and

Religious affiliation

also the

Wage tax data,

Certificates of receipt of pension benefits

Contributions to health and long-term care insurance and

Riester and Rürup contributions

are made available for retrieval.

This reduces the tedious search for certificates sent by paper.

In addition, input errors are avoided because the retrieved data can be transferred to the electronic income tax return if desired.

### Requirements

- You will need a computer with Internet access and registration in the ElsterOnline portal
- The prerequisite for this is a one-off registration on the ElsterOnline portal with the personal identification number and registration for receipt retrieval.
- Of course, another person, such as the life partner, a tax consultant or wage tax assistance association, can also be authorised to retrieve the vouchers and use them when preparing the income tax return.

## What documents do I need?

- Your tax identification number

## Procedure

After registering and logging in to the Elster Online Portal (EOP), the receipts can be displayed as soon as they have been transmitted to the tax administration. Due to the statutory deadlines, employers and insurance companies, for example, have until February 28 of the following year to submit the receipts for the income tax return.

You can find out more about registering with the Elster Online Portal at [www.elster.de](http://www.elster.de).

If you as a tax advisor want to access your clients' data, you also have the option of using the authorization database of your chamber of tax advisors. Please contact your chamber of tax advisors for this.

## More information

If you cannot find your identification number, you should check your last tax assessment or the last letter from the tax office.

The identification number is printed on these.

Alternatively, you can request it from

[www.identifikationsmerkmal.de](http://www.identifikationsmerkmal.de) If necessary, the registration authorities will also help with the investigation.

If you have any questions regarding registration on the ElsterOnline portal, please contact [elsteronline@fa-hb.bremen.de](mailto:elsteronline@fa-hb.bremen.de) by e-mail.

If you have any questions regarding registration for VAT and related issues (rights management, retrieval code letters, activation code letters, information letters from the proxy database), please send an e-mail to [rechteverwaltungsstelle@fa-hb.bremen.de](mailto:rechteverwaltungsstelle@fa-hb.bremen.de).

## How long does it take to process

1 week for the initial registration. Afterwards around the clock possible.

## Frequently asked Questions

- **Where can I find more information?**

For more information, visit <https://www.elster.de/eportal/infoseite/flyer> and <https://www.elster.de/eportal/infoseite/videos>

An informational video on voucher retrieval can be found at [https://download.elster.de/download/videos/Meine\\_Bescheinigungen\\_abrufen.mp4](https://download.elster.de/download/videos/Meine_Bescheinigungen_abrufen.mp4)