

# Change income estimate for the artists' social security fund

Has your professional situation changed in such a way that you expect a different income from your self-employed artistic or journalistic work? Then you need to adjust your income estimate with the Artists' Social Insurance Fund.

## Competent Department

- [Künstlersozialkasse \(KSK\), Abteilung Versicherte](#)

## Basic information

If you are self-employed as an artist or journalist and are insured with the Künstlersozialkasse or entitled to a subsidy, you can change your income estimate submitted to the Künstlersozialkasse at any time.

By submitting a new income estimate, you can adjust your contribution amount to your new situation.

Please note the following when changing your income estimate:

- Always state your income estimate in full euro amounts.
- If you are expecting a loss, enter EUR 0 as your expected annual income.
- Changes to the income estimate are possible both upwards and downwards.
- Changes to the income estimate are possible several times a year.

As a rule, a change to your income estimate will affect the calculation of contributions from the month following receipt of the notification.

## Requirements

- You must currently be subject to compulsory insurance via the Artists' Social Insurance Fund.
- The expected income from your artistic or journalistic activity has changed.

## What documents do I need?

- Completed online application or PDF form with changed calculation basis

## Procedure

You can submit your request online or by post. Please note that you can only update your income estimate from January to November each year.

First determine your new income expectation for the current year based on your income to date and taking into account your future order situation.

Online notification:

- Call up the online form on the federal portal [verwaltung.bund.de](http://verwaltung.bund.de). This will guide you step by step through the necessary information, which you can enter electronically.
- Note: You will need a valid ELSTER certificate to log in to the online form. Alternatively, you can use your electronic ID document.
- You will need approximately 10 minutes to complete the online application.
- First enter your personal details, including your insurance number. You will find this on the letter from the Künstlersozialkasse in the top right-hand corner.
- On the next page, you will first receive general information on the subject of "income estimates".
- You can then enter your updated estimated annual income.

Notification by post:

- Fill out the PDF form "Notification of change in anticipated earned income" on the website of the Künstlersozialkasse.
- Please also state your insurance number. You will find this in the top right-hand corner of the letter from the Künstlersozialkasse.
- Print out the completed PDF, sign it and send your notification of change to the Künstlersozialkasse.

You will receive written confirmation of the change to your income estimate. You may receive a new contribution notification.

## Legal bases

- [§ 12 Abs. 3 Künstlersozialversicherungsgesetz \(KSVG\)](#)
- [§ 15 Viertes Buch Sozialgesetzbuch \(SGV IV\)](#)

## More information

Legal remedy: Appeal. Detailed information on how to lodge an appeal can be found in the notice from the Künstlersozialkasse.

## What deadlines must be paid attention to?

Please notify us immediately of any changes to your estimated annual income from artistic or journalistic self-employment. The change can only be taken into account for the current year if it is received in the period from January to November of a given year.

## **How long does it take to process**

2 - 3 week(s).

The processing time depends on the workload.

## **What are the costs?**

There are no costs.