

# Special permit for maintenance and cleaning work

## Competent Department

- [ASV - Amt für Straßen und Verkehr](#)

## Contact Person

- [Bürgerbüro Servicenummer](#)

### **Bürgerbüro Servicenummer**

+49 421 361 31092

E-mail

## Basic information

With this special permit, cleaning companies are given the opportunity to clean

- footpaths and cycle paths
- passenger shelters

in their immediate vicinity for the duration of the work. The company vehicles must be marked as "emergency vehicles" with stickers bearing the company name, etc.

## Requirements

Documents required at a glance - For new applications and renewals

- Copy of the vehicle registration certificate
- Trade license
- Trade card
- Contracts for the cleaning work

## Procedure

Please complete the online application (see right-hand column - Online processing): Once the online application has been received, a confirmation of receipt will be sent. If it is not possible for you to send us the required documents as file attachments, you can also send

them by post or fax (04 21 / 496 - 69 45). Please make sure that all your documents (number) can be clearly assigned to your application. If your documents have not reached us within 14 days of submitting your application, we will consider your application to be invalid. In this case, you will not receive any further notification from us.

## **More information**

If an exemption permit, special parking permit and/or card is lost, a loss report must be completed and sent to the e-mail address [buergerbuero@asv.bremen.de](mailto:buergerbuero@asv.bremen.de) or by fax to 496-18087, 496-6945. This can, of course, also be sent by post or posted through a letterbox.

The fee for issuing a replacement is 11.50 euros.

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

Please note that the processing time for exemptions as well as for resident parking applications is currently two to three weeks.