

## deregister a business

If a trade is no longer to be carried out in the city of Bremen in the future, a trade deregistration is required.

### Competent Department

- [5.03 Gewerbemeldestelle - Die Senatorin für Wirtschaft, Häfen und Transformation](#)

### Basic information

A trade deregistration is always necessary if the independent operation of a standing trade, a branch office or a dependent branch office is abandoned. This also applies if the business is moved to a location outside the city of Bremen.

### Requirements

The registered office of the business enterprise, branch office or dependent branch is in the city of Bremen.

### What documents do I need?

- completed trade registration form  
  
(registration and transmission is possible online - see procedure)
- Identity card or passport
  - one copy is sufficient in case of written notification
  - in case of representation with written power of attorney, the authorised representative must be able to identify himself with an identity card or passport

### Procedure

- In the case of partnerships, a separate trade registration is required for each personally liable partner.
- With eMeldung, it is possible to enter the trade registration online and transfer it electronically to the trade registration office.

## **Online data entry (see button at top right "Further information"):**

. When entering your data, you will be guided by an assistant.

- At the end of the process, you will be shown a summary of your data.
- Subsequently, you will receive a confirmation of the trade registration with the corresponding request for payment by mail.
- You can also deregister your business in person or in writing.
- We would like to point out a special service for traders: The trade deregistration can also be processed at the Single Point of Contact - the central contact and service point for the business community at Wirtschaftsförderung Bremen GmbH (see Competent Offices).

## **Legal bases**

- [§ 14 Gewerbeordnung \(GewO\) \(Anzeigepflicht\)](#)

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

3 days for the acknowledgement of receipt (in case of written notification by post)

## **What are the costs?**

free of charge