

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 also possible online, see procedure. You do not need to complete the form in advance for an appointment on site).

- Identity card or passport
 - a copy is sufficient for written notification
 - in the case of representation with written power of attorney, the authorized representative must be able to identify themselves 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