

apply for a passport

Please note that we release short-term appointments for all BürgerServiceCenters between 7 and 9 a.m. every day. If you are unable to find a suitable appointment, please check this page again during this time slot.

German nationals must carry a passport with them and show it on request when leaving or re-entering the Federal Republic of Germany. However, the holder of a valid German passport also fulfills his or her statutory identification requirements within Germany. In this respect, the passport replaces the identity card, although, unlike the latter, it does not contain the holder's address. The identity card, on the other hand, is only sufficient for domestic use, but not generally for entry into other countries - exceptions exist in particular for travel within the European Union (EU).

A passport can also be applied for for persons under the age of 18. You can find all information on this in our service description "Applying for a passport - for people under 18" (see: <https://www.service.bremen.de/sixcms/detail.php?gsid=bremen128.c.1156018.de>).

Competent Department

- [Bürgeramt](#)
- [BürgerServiceCenter-Mitte](#)
- [BürgerServiceCenter-Nord](#)
- [BürgerServiceCenter-Stresemannstraße](#)

Basic information

The validity period of the passport depends on the age of the passport holder. Before the age of 24, the passport is valid for six years, and after the age of 24, for ten years. A temporary passport is valid for a maximum of one year.

Even before the expiry date, a passport or a temporary passport is invalid if it does not allow the identity of the holder to be established properly or if it has been altered or if entries are missing or, with the exception of information on the place of residence, are incorrect.

In general, passports are issued with 32 pages. For an additional fee, you can obtain a passport with 48 pages (for frequent travelers with additional pages for visa entries).

Note: Passports are produced centrally by the Bundesdruckerei in Berlin. Temporary passports are produced by the passport office.

It is not possible to change personal data (e.g. name after marriage) in the passport. In these cases, a new passport must be applied for if necessary.

When traveling to the USA or Canada, please note:

German citizens must also be in possession of an electronic entry permit for visa-free entry into the USA - in addition to a regular (machine-readable Bordeaux red) passport - which can be applied for via the electronic travel authorization systems of the USA or Canada.

Requirements

- German citizenship

Important: This is a service under municipal responsibility. Therefore, in principle, you can only visit a service that is located at your (main) place of residence.

Exception: If an important reason is presented, the application for a passport must also be processed by a passport office that is not locally competent. A passport may only be issued with the authorization of the locally competent passport authority. In this case, the fee is doubled if this is done by a non-authorized authority at the instigation of the applicant.

What documents do I need?

- Proof of identity
e.g. identity card or old or invalid passport
- 1 current biometric passport photo according to the photo sample board (not older than three months)
- Important information about the photo booths in all offices of the Citizen's Office:
 - The machines are operated by outside companies and often do not work. It cannot be guaranteed that passport photos can be taken on site. We advise you to bring passport photos to the appointment.
- in the case of a change of name, a document or certificate from the registry office.

Procedure

- A change of residence is required when moving across municipal boundaries
- Fingerprint enrollment
- The passport can only be applied for in person, as a handwritten signature is required at the time of application.

More information

Validity:

- For persons under 24 years of age: 6 years
- For persons 24 years and older: 10 years

Change in German passport law

Due to a European legal regulation, there is an important change in German passport law as of 26.06.2012:

All entries concerning children, which were still made in the passport of the parents (or one parent) on the basis of previous passport regulations until 31.10.2007, will become invalid as of 26.06.2012 and no longer entitle the child to cross the border. As of this date, all children must have their own travel document when traveling abroad. For the actual passport holder, however, the document remains valid without restriction (unless expired).

For more information, call (0421) 361-88660.

How long does it take to process

8 - 10 weeks due to heavy workload at the Bundesdruckerei
approx. 4 - 5 days in the express procedure

What are the costs?

70,00 EUR for persons over 24 years
37,50 EUR for persons up to 24 years
32,00 EUR in addition for express delivery
22,00 EUR additionally for the 48-page passport