

## Register residence, move from within the country (sole, main or secondary residence)

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.

Anyone moving into an apartment must register with the registration office in their place of residence within two weeks of moving in.

### Competent Department

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

### Basic information

Registration must take place within two weeks of moving into the (new) apartment at one of the BürgerService facilities of the Bürgeramt. An adult family member can register the entire family. Please note that different forms are offered for the registration of families or the registration of individuals. The form for the registration of individuals must also be used by persons moving together but not married to each other or living in a same-sex registered partnership.

Registration via the Internet is not possible.

### What documents do I need?

- Proof of identity  
e.g.: identity card or (child) passport
- Form: Registration with a registration office  
Available at the registration office or for download under "Forms".
- Form: Confirmation of accommodation provider  
Available at the registration office or for download under "Forms".

- only in case of moving in with a secondary residence: form "Erklärung zur Bestimmung der Hauptwohnung" (declaration on the determination of the main residence)

Available at the registration office or for download under "Forms".

## Procedure

If you move within Germany, you only need to register at your new place of residence. The municipality of your previous place of residence will automatically be informed about the move.

## More information

- If a parent moves with a child to another apartment, or if this child moves from one parent to the other, the so-called "Declaration of consent of the custodian on the occasion of a move of a minor child" (see forms) must be brought along with the re-registration.
- From the age of 16, the registration can be done independently. A parent's signature is no longer required.
- If a vehicle is registered in your name, you will also need to change your vehicle documents after registering your new residence. Driving licenses, on the other hand, do not need to be changed.

For more information, call (0421) 361-88662.

## What deadlines must be paid attention to?

2 weeks after moving into the new living space.

Timely agreement of an appointment is sufficient to meet the deadline.

## How long does it take to process

immediately

## What are the costs?

none