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Auctioning business - notification of holding an auction

The auctioneer must submit notification for each auction at least two weeks prior to the intended auction date. Notification must be submitted to the competent Public Order Office for the district in which the auction will be held and to the Chamber of Commerce and Industry Berlin. The notification must be submitted in writing or electronically and must include information regarding the place, time and type of goods auctioned.

In exceptional cases, in particular if the goods to be auctioned are perishable, the authority may shorten the two week notification period upon request.

No notification is necessary for auctioning agricultural inventory, agricultural and forestry products or livestock.

Only second-hand goods must be auctioned. Exceptions apply for new goods or consumable items, for inherited goods, insolvency assets and goods that are auctioned in the course of a business termination or goods sold at public auctions, due to legal provisions.

Prerequisites

- **Valid permission for auctioning business activities**

Documents required

- **Auctioning permit**
(<https://service.berlin.de/dienstleistung/292634/>)
Proof to be provided by presenting the permission certificate or a copy thereof
- **Notification - holding of an auction**
(https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehend-es-gewerbe/_assets/winr-252_gewo_anzeige-versteigerung.pdf)
in written or electronic form including the place, time and information about the goods that will be auctioned
Please use the template!

Forms

- **Notification of holding an auction**
(https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehend-es-gewerbe/_assets/winr-252_gewo_anzeige-versteigerung.pdf)

Fees

- a) **free of charge** - notification of auction sales
- b) EUR 14.32 - for urgent auctions, for which the notification period of two weeks is shortened

Legal basis

- **Regulation regarding commercial auctions (Auctioning Ordinance) § 3**
(https://www.gesetze-im-internet.de/verstv_2003/_3.html)

More information

- **Information by CCI Berlin**
(<https://www.ihk-berlin.de/blueprint/servlet/resource/blob/2271516/ff00fff7ff3cbee690923e479be0cac1/versteigerererlaubnis-data.pdf>)
- **Information by CCI Berlin - Auction houses and auctioneers in Berlin**
(<https://www.ihk-berlin.de/blueprint/servlet/resource/blob/2271522/7c346bef449d5b7d74e4e1aa45ed4b53/berliner-auktionshaeuser-und-versteigerer-data.pdf>)
- **Information about privacy**
(https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehendes-gewerbe/_assets/merkblatt-dsgv.pdf)

Link to online processing

<https://www.berlin.de/ea/en/application/login-service-account-berlin/>

Responsible authority

The notification must be submitted to the competent Public Order Office for the place in which the auction is held as well as to the Chamber of Commerce and Industry Berlin.

Information on this location

Ordnungsamt Treptow-Köpenick / Gewerbeangelegenheiten

Address

Salvador-Allende-Str. 80 A
12559 Berlin

Contact

Telephone: (030) 90297-4629
Fax: (030) 90297-664621
E-mail: ordnungsamt@ba-tk.berlin.de

Barrier-free access

Zugang für Rollstuhlfahrer hinter dem Haus



[Explanation of symbols](#)

Opening hours

Monday: 09:00-15:00 Uhr (nur nach vorheriger Terminvereinbarung)
Tuesday: 09:00-15:00 Uhr (nur nach vorheriger Terminvereinbarung)
Wednesday: keine Sprechzeit
Thursday: 10:00-18:00 Uhr (nur nach vorheriger Terminvereinbarung)
Friday: 09:00-14:00 (nur nach vorheriger Terminvereinbarung)

Changes in opening hours

Für eine persönliche Vorsprache im Gewerbebereich bitten wir Sie, unter den oben genannten Zeiten vorab einen Termin unter der Telefonnummer (030) 90297-4629 zu vereinbaren. Spontankunden können nicht bedient werden.

Weitere Informationen finden Sie unter:

<http://www.berlin.de/ba-treptow-koepenick/organisationseinheiten/wirtschaft/sprechzeiten.html>

Information for customers with an appointment

Wir bitten darum, im gesamten Dienstgebäude einen Mund-Nasen-Schutz zu tragen.

Payment options

At the location, payment can only be made with girocard (with PIN) (formerly EC card). (no cash payment)