

Registration of a business with monitoring obligation

Anyone wishing to operate a business with a monitoring obligation must provide proof of their personal reliability, in the form of a certificate of good conduct and an excerpt from the Central Commercial Register, in addition to a business notification. The following activities require monitoring pursuant to § 34 of the Trade Regulations (GewO):

- * Purchase and sale (second-hand trading) of
 - ** valuable consumer goods such as entertainment electronics, cameras, carpets, etc.
 - ** motor vehicles and bicycles
 - ** precious metals or alloys containing precious metals and related products
 - ** precious stones, pearls and jewellery
 - ** waste metal
- * Information agencies, detective agencies
- * Arranging marriages, partnerships and acquaintanceships
- * Operating travel agencies and accommodation brokerage
- * Locksmith services, sale and installation of building security equipment
- * Production and sales of specific opening tools with a thievery context

This service is available online.

Prerequisites

- No prerequisites

Documents required

- Form for business registration
(GewA 1 - in duplicate)
- Statement of approval by the partners
- Supplementary sheet representatives
Supplementary sheet according to § 14 of the Trade Regulations
- ID-Card of the German national
Identity card or other official identification including a photograph
- Excerpt from the Commercial Central Register
Excerpt from the Commercial Central Register

Fees

- * natural entity (EUR 26.00)
- * legal entity with 1 representative (EUR 31.00)
- * each additional representative of a legal entity EUR 13.00
- * electronic registration: EUR 15.00 each

Legal basis

- Trade Regulations
<http://www.gesetze-im-internet.de/gewo/>

More information

- Information about privacy
https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehende-s-gewerbe/_assets/merkblatt-dsgv.pdf

Link to online processing

<https://www.berlin.de/ea/en/>

Responsible authority

You can register your business activities conveniently online, with the Single Point of Contact Berlin or the competent Public Order Office for the district of your future business premises.

Information on this location

Ordnungsamt Tempelhof-Schöneberg

Address

Tempelhofer Damm 165
12099 Berlin

Barrier-free access

This facility is wheelchair accessible.
Handicapped parking space available.
An elevator fully accessible to wheelchairs is available.
A wheelchair-accessible WC is available.

Barrierefreier Zugang über den hinteren Bereich des Rathauses oder über den Eingang des Bürgeramtes.

Changes in opening hours

Öffnungszeiten der zentralen Anlauf- und Beratungsstelle:

Montag und Dienstag 10:00 Uhr bis 12:00 Uhr

Donnerstag 15:00 Uhr bis 17:30 Uhr

Öffnungszeiten des Fachbereichs Veterinär- und Lebensmittelaufsicht:

Amtstierärztliche Sprechzeiten nach telefonischer oder mailanfrage zu einer Terminvergabe

Öffnungszeiten des Gewerbebereichs:

Montag und Dienstag 09:00 Uhr bis 12:00 Uhr

Donnerstag 14:00 Uhr bis 18:00 Uhr

Letzte Wartenummernvergabe 15 Minuten vor Ende der Sprechzeit.

Public transportation

U-Bahn U 6 Kaiserin-Augusta-Str.; Alt-Tempelhof

Bus 184 Rathaus Tempelhof; U Kaiserin-Augusta-Str.

Contact

Telephone: (030) 90277-3460

Fax: (030) 90277-3464

Internet:

<http://www.berlin.de/ba-tempelhof-schoeneberg/politik-und-verwaltung/aemter/ordnungsamt/>

E-mail: ordnungsamt@ba-ts.berlin.de

Payment methods

Payment only by debit card (Girocard) (with PIN) at this location.

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