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Single Point of Contact

Senatsverwaltung für Wirtschaft, Energie und Betriebe

Address

Martin-Luther-Str. 105
10825 Berlin

Contact

Telephone: (030) 9013-7555
Fax: (030) 9028-5301
Internet: <http://www.berlin.de/ea/en/>
E-mail: ea@senweb.berlin.de

Barrier-free access



[Explanation of symbols \(https://service.berlin.de/hinweise/artikel.2699.php\)](https://service.berlin.de/hinweise/artikel.2699.php)

Opening hours

Monday: by appointment only
Tuesday: by appointment only
Wednesday: by appointment only
Thursday: by appointment only
Friday: by appointment only

Transportation links

S-Bahn

Insbrucker Platz: S42, S41, S46, about 10 minutes walk

U-Bahn

Rathaus Schöneberg: U4, about 3 minutes walk

Bus

Rathaus Schöneberg: 104, M46, about 3 minutes walk

Payment options

Payment is not provided

German Statutory Accident Insurance - Register a new company

Anyone who starts a new business must register it with the relevant accident insurance provider within one week. Freelancers and companies based abroad that employ domestic workers are also subject to the reporting requirement. The reporting requirement also applies to companies without employees.

Accident insurance providers are:

- Commercial employers' liability insurance associations. These are organised by industry.
- Public sector accident insurance providers.
- Agricultural employers' liability insurance associations.

Employees of a company are insured by law.

Entrepreneurs or freelancers themselves are not usually insured by law. Only in certain industries are entrepreneurs automatically insured. All other entrepreneurs can take out voluntary insurance against the consequences of accidents at work and on the way to work, as well as against occupational diseases. This must be applied for at the relevant accident insurance institution.

Prerequisites

- **Founding a new company**

Pursuant to § 192 SGB VII notification is compulsory when founding a company.

Documents required

- **Notification for statutory accident insurance according to § 192 SGB VII**

The following information is required:

- Personal and company details (name, date of birth, address, legal form)
- Date of establishment or date of takeover
- Type and subject matter of your company (activity)
- Main focus of your company if it offers services in different sectors
- Number of employees and start date of employment

Forms

- **Registration for statutory accident insurance - PDF form**

(https://www.dguv.de/medien/content/documents/engl_meldevordruck.pdf)

Fees

none

Legal basis

- **§ 192 Sozialgesetzbuch (Social Security Code, SGB) VII**

(http://www.gesetze-im-internet.de/sgb_7/_192.html)

Average time to process request

approx. 2 weeks

More information

- **Information from the German Social Accident Insurance for companies and self-employed persons**

(https://www.dguv.de/de/ihr_partner/unternehmen/index.jsp)

Average time to process request

<https://serviceportal-uv.dguv.de/mapping/leistung?leistung=OZG-10>

Notes on responsibility

- Statutory accident insurance

You can contact the relevant accident insurance provider directly using the statutory accident insurance's free information line. After advising you, the information line can connect you directly to the accident insurance provider competent for you.

- Telephone: 0800 60 50 404 or
- Email: info@dguv.de