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Tax de-registration of a company

You have the fiscal obligation to inform the competent tax office immediately, if you are temporarily or permanently discontinuing any

1. commercial activities,
2. self-employed (freelance) activities,
3. activities in the fields of agriculture or forestry,
4. if you are terminating participation in a private company,
5. if a corporation is liquidated,
6. if an association is dissolved (e. g. construction or working committees).

In the case that a corporation, an association or assets are dissolved, such **notification must be submitted within one month** of the reportable event. The same applies in the case that the company management or offices are relocated.

For this purpose, a questionnaire for temporary or permanent de-registration or re-registration for tax purposes is provided by the financial authority for the federal state of Berlin. This template is also available from your competent tax office. To speed up the process, the template is available online for download.

Prerequisites

- **No prerequisites**

Documents required

- **+ Contracts, resolutions**
Please submit any contracts or resolutions that relate to the de-registration or re-registration, along with the
+ completed template.

Forms

- **Template for temporary / permanent tax de-registration / re-registration**
(https://www.berlin.de/sen/finanzen/dokumentendownload/steuern/daten-und-fakten/betriebseroeffnung-betriebseinstellung/vorl__ufige_endg__ltige_steuertliche_abmeldung_ummeldung.pdf)

Fees

Free of charge

Legal basis

- **§§ 85, 88, 90, 93, 97, 137 and 138 of the German Tax Code (AO)**
(https://www.gesetze-im-internet.de/ao_1977/)

Responsible authority

Please note that the official language for all proceedings is German. We therefore ask you to submit any entries, notifications or applications in German only, to allow for them to be processed by the competent departments. These websites provided in English language are only intended for providing general information. They do not give rise to any legal right to handle processes in any other language.

Please submit the completed template to your current competent tax office, stating the existing tax number.

Information on this location

Finanzamt Treptow-Köpenick

Address

Seelenbinderstr. 99
12555 Berlin

Contact

Telephone: (030) 9024 12-0

Fax: (030) 9024 12-900

Internet:

<http://www.berlin.de/sen/finanzen/steuern/finanzaemter/treptow-koepenick/>

E-mail: poststelle@fa-treptow-koepenick.verwalt-berlin.de

Responsibility

<http://www.berlin.de/sen/finanzen/steuern/finanzaemter/>

Barrier-free access



[Explanation of symbols](#)

Opening hours

Monday: geschlossen

Tuesday: 08:00-14:00 Uhr

Wednesday: 08:00-14:00 Uhr

Thursday: 12:00-18:00 Uhr

Friday: geschlossen

Changes in opening hours

Es gelten für die Berliner Finanzämter eingeschränkte Öffnungszeiten und sind nur die Infozentralen geöffnet.

Anliegen können wie gewohnt über ELSTER Online, per E-Mail oder telefonisch übermittelt werden.

Additional information

Die Zahlung von Steuern und Abgaben ist nur unbar durch Überweisung oder Einzahlung auf ein Konto des Finanzamts sowie mittels Hingabe/Übersendung von Schecks möglich. Verwaltungsgebühren können am Standort mit girocard (mit PIN) bezahlt werden.

Payment options

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

Public transportation

S-Bahn Köpenick: S3

Bus Brandenburgplatz: 269

Tram Brandenburgplatz: 60, 61