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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

Nahverkehr

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.

Company Register Extract - electronic eInformation

In Berlin, you can apply online for electronic information from the Berlin Trade Register about commercial enterprises registered in Berlin. An online service - the eInformation - is available to you for this purpose. You can use two different types of information:

1. simple eInformation:

In the **simple eInformation** you will only receive the basic data (name, business address and commercial activity) of the Berlin tradespeople. You can search these basic data independently in the eInformation free of charge and without prior registration. (see "Online processing")

2. extended eInformation:

Provided that you are **regularly** in the context of your activity:

- as a fee-paying recipient of information such as lawyers, credit agencies, insurance companies, etc. or
- as recipients of information exempt from charges, such as public authorities, public administrations, social insurance carriers, employment agencies, etc.)

If you need further information on further details (e.g. address of the apartment, name at birth, date of birth, ...) of the trader, you have to register once at the Ordnungsamt Mitte - Registrierungsstelle eAuskunft. In order to receive **extended eInformation**, you must assert a legitimate interest in knowing this data.

The extended eInformation is only intended for the above-mentioned group of recipients. Should you require an extended eInformation **only one-time or sporadically**, please apply for it in writing via the service "**Company register extract - written information**" (see "Further information").

Note

All offered data are daily updated. However, the Berlin public order offices can only provide the trade data that is also reported by the companies. If individual companies do not report their trade, their data can of course not be included in the eInformation. No more information can be provided on companies that have been deregistered for more than one year.

Prerequisites

- **for basic eInformation**
no prerequisites necessary.
- **for regular extended eInformation**
 - evidence or declaration of authorisation to obtain the data
 - registration application (one-time)
- **for one-time or sporadic extended eInformation**
no registration in eInformation possible (see "Further information")

Documents required

- **for basic eInformation**
no documentation required.
- **for regular extended eInformation**
one-time application for registration (see "Forms")
- **for one-time or sporadic extended eInformation**
(see "Further Information")

Forms

- **Registration application**
(https://www.berlin.de/gewerbeauskunft/_assets/regantrag.pdf)

Fees

- none: for a simple eInformation
- EUR 5,00 per inquiry: for an extended eInformation
- none: for an extended eInformation (as a free of charge information recipient)

Legal basis

- **Trade Regulations (GewO) § 14 sections 7, 8 and 12**
(https://www.gesetze-im-internet.de/gewo/_14.html)
- **Schedule of Administrative Charges Berlin (VGebO)**
(<https://gesetze.berlin.de/bsbe/document/jlr-VwGebOBE2009rahmen>)

Average time to process request

online immediately

More information

- **Information regarding eInformation**
(<https://www.berlin.de/gewerbeauskunft/en/>)
- **Information about privacy**
(https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehend-es-gewerbe/_assets/merkblatt-dsgv.pdf)
- **Conditions of use for eInformation**
(<https://www.berlin.de/gewerbeauskunft/registrierung/nutzungsbedingungen.pdf>)
- **Privacy information**
(<https://www.berlin.de/ea/en/privacy-statement/>)
- **for one-time or sporadically extended eInformation see company register excerpt - written information**
(<https://service.berlin.de/dienstleistung/328542/en/>)

Average time to process request

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

Hinweise zur Zuständigkeit

The eInformation is operated by the Senate Department for Economics. The trade data is provided by the 12 Berlin public order offices of the districts.

Public order office Mitte

- For (one-time) registration and setup of an access for extended eInformation