

<b>Berlin Immigration Office, Friedrich-Krause-Ufer</b> .....	2
<b>Address</b> .....	2
<b>Contact</b> .....	2
<b>Barrier-free access</b> .....	2
<b>Opening hours</b> .....	2
<b>Transportation links</b> .....	2
<b>Additional information</b> .....	2
<b>Payment options</b> .....	3
<b>Permanent settlement permit for self-employed persons</b> .....	4
<b>Prerequisites</b> .....	4
<b>Documents required</b> .....	5
<b>Forms</b> .....	6
<b>Fees</b> .....	6
<b>Legal basis</b> .....	6
<b>More information</b> .....	6

# Berlin Immigration Office, Friedrich-Krause-Ufer

Landesamt für Einwanderung (LEA)

## Address

Friedrich-Krause-Ufer 24  
13353 Berlin

## Contact

Telephone: (030) 90269-4000

Fax: -

Internet: <https://www.berlin.de/einwanderung/en>

Contact form: <https://www.berlin.de/einwanderung/en>

## Barrier-free access



Elevators in the houses A and C

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

## Opening hours

Monday: 7:00 a.m. to 2:00 p.m. (by appointment only)

Tuesday: 7:00 a.m. to 2:00 p.m. (by appointment only)

Wednesday: 8:00 a.m. to 2:00 p.m. (by appointment only )

Thursday: 9:00 a.m. to 5:00 p.m. (by appointment only )

Friday: 8:00 a.m. to 12:00 p.m. (by appointment only)

## Transportation links

### U-Bahn

0.6km [U Amrumer Str.](#)

U9

0.8km [S+U Westhafen](#)

U9

### Bus

0.3km [Quitowstr.](#)

123, M27

0.3km [Perleberger Brücke](#)

123, 142, M27, N40

## Additional information

- Payments are also possible by credit card (VISA, Mastercard) and contactless

via smartwatch or smartphone.

- Photo booth and copier (fees apply) are available in the cash desk area (Building A, 1st floor).

## **Payment options**

Cash payment

girocard (with PIN)

# Permanent settlement permit for self-employed persons

If your residence permit has been issued for self-employed entrepreneurial activities, you may be granted a permanent settlement permit after 3 years.

In particular, in order to be eligible, you

- must have established your enterprise successfully, and
- the income generated must be sufficient to maintain yourself and the members of your family.

You may be granted a permanent settlement permit if all requirements listed in the section "Prerequisites" are met.

There is no legal claim for obtaining a permanent settlement permit.

## Note:

If you are a freelancer, you may be granted a permanent settlement permit at the earliest after 5 years. For more information please refer to the section "More information".

## Prerequisites

- **A 3-year residence permit for an entrepreneurial activity (not a freelance activity)**

Your residence permit must have been issued pursuant to § 21 subs. 1 or subs. 2a AufenthG for self-employed entrepreneurial activities.

If you are a freelancer and your residence permit has been issued pursuant to § 21 subs. 5 AufenthG, you may be granted a permanent settlement permit at the earliest after 5 years and subject to other requirements. For more information, please refer to the section "More information".

- **Adequate income**

The income generated by your entrepreneurial activities must be sufficient to maintain yourself and the members of your family. Income generated by members of your family or profits from capital may not be considered.

- **Adequate health insurance**

Secured means of support include an adequate health insurance for you and the members of your family:

- If you have a statutory health insurance, you are adequately insured.
- If you have a private health insurance, please make sure that type and scope of your health insurance are adequate.

For more information, please read the Leaflet on the Health Insurance (under "Forms").

- **Old-age provision**

The following applies from 1 July 2025:

Perspectively, at the age of 67, you must have

- either a monthly pension of 1,612.53 euros (for at least 12 years)
- or an asset amount of 232,204.00 euros.

- **No criminal record**

Even fines may prevent the granting of a permanent settlement permit.

- **Main residence in Berlin**

([https://service.berlin.de/dienstleistung/120686/de\\_plain/](https://service.berlin.de/dienstleistung/120686/de_plain/))

## Documents required

- **Application**

Please file an informal written application. Please enclose with your application copies of the documents specified in the section "Documents required". You will either receive an invitation for a personal interview or a notification of charges.

- **Valid passport, together with your residence permit**

Your residence permit must have been issued pursuant to § 21 subs. 1 or subs. 2a AufenthG.

If you are a freelancer, you may be granted a permanent settlement permit at the earliest after 5 years.

For more information, please refer to the section "More information".

- **1 current biometric photo**

Please note:

- Since May 1, 2025, biometric passport photos may only be taken digitally at government offices or photo studios and transmitted via a secure electronic channel.
- Please check the website of the Berlin Immigration Office (see "More information") for the latest information in good time before your appointment.

- **Form "Prüfungsbericht" (filled out)**

Together with the documents listed therein, e.g. extract from the Commercial Register.

The audit report must be completed by a tax consultant, auditor or tax agent.

- **Lease or proof of home ownership**

Proofs of living space and of monthly rent or cost of housing of own property (house or apartment) have to be supplied.

- **Proof of health insurance in Germany**

- If you have statutory health insurance: electronic health card (copy front and back) and a current confirmation from the health insurance company
- In the case of private health insurance: certificate from the insurer regarding the scope and costs of the insurance in accordance with § 257 Para. 2a SGB V. V. Please point out to your insurer that you need the certificate for a residence title for self-employment.

- **Old-age provision**

You can provide evidence of adequate retirement benefits (see section "Prerequisites") by:

- a private pension or life insurance,
- own assets,
- acquired pension rights or
- operating assets

- **Integration course certificates**

- "Zertifikat Integrationskurs" (Integration Course Certificate) about the successful participation in the integration course or
- Certificate of the results obtained in the final tests of the Integration Course

- **Proof of your residence in Berlin**

- Certificate of registration at the main residence **or**
- lease and written confirmation of occupancy from the landlord

## Forms

- **Audit report form (Prüfungsbericht) for self-employed and freelancers**

([https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/\\_assets/pruefungsbericht\\_bis.docx](https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_assets/pruefungsbericht_bis.docx))

- **Information on adequate health insurance (leaflet)**

([https://www.berlin.de/einwanderung/\\_assets/merkblatt\\_zur\\_krankenversicherung\\_englisch\\_.pdf](https://www.berlin.de/einwanderung/_assets/merkblatt_zur_krankenversicherung_englisch_.pdf))

## Fees

In principle, the obligation to pay the processing fees arises as soon as an application is received. A repayment is not possible even if the application is withdrawn if the substantive processing has already begun (examination of the necessary residence times and/or examination of the documents sent or sending an appointment for an interview). The fees are:

- EUR 124.00 (EUR 62.00 upon receipt of application and EUR 62.00 upon grant)

For Turkish nationals:

- EUR 27.60: up to the age of 24 (EUR 13.80 upon receipt of application and EUR 13.80 upon grant)
- EUR 46.00: from the age of 24 (EUR 23.00 upon receipt of application and EUR 23.00 upon grant)

For the creation of a digital passport photo on site: 6.00 euros

## Legal basis

- **Section 21 para 4 Aufenthaltsgesetz (AufenthG)**

([https://www.gesetze-im-internet.de/englisch\\_aufenthg/englisch\\_aufenthg.html#p0694](https://www.gesetze-im-internet.de/englisch_aufenthg/englisch_aufenthg.html#p0694))

## More information

- **Permanent settlement permit - general (service)**

(<https://service.berlin.de/dienstleistung/121864/en/>)

- **Certificate of registration at the main residence (Melde-Bestätigung)**

([https://service.berlin.de/dienstleistung/120686/de\\_plain/](https://service.berlin.de/dienstleistung/120686/de_plain/))

- **Example: confirmation of occupancy from the landlord (Wohnungsgeber-Bestätigung)**

([https://www.berlin.de/formularverzeichnis/?formular=/labo/zentrale-einwohnerangelegenheiten/\\_assets/mdb-f402544-20161102\\_wohnungsgeberbestaetigung.pdf](https://www.berlin.de/formularverzeichnis/?formular=/labo/zentrale-einwohnerangelegenheiten/_assets/mdb-f402544-20161102_wohnungsgeberbestaetigung.pdf))

- **Digital passport photos for residence documents from 01.05.2025**

**(Berlin Immigration Office)**

(<https://www.berlin.de/einwanderung/ueber-uns/aktuelles/artikel.1541531.php#english>)