

Residence permit for Swiss nationals and their family members - Transfer to a new passport

You possess a temporary residence permit (Switzerland) and have received a new passport or Swiss identity card?

In this case you are entitled to receive a new temporary residence permit (Switzerland).

Prerequisites

- Possession of a residence permit for Swiss nationals and their family members
- New passport or Swiss ID-Card
- Main residence in Berlin
- On-site
The residence permit can only be transferred on site. Please make an appointment.

Documents required

- New passport or Swiss ID-Card
- Residence permit for Swiss nationals and their family members
- Current biometric photo
The photograph must be current. It must also fulfill the photograph requirements for electronic passports.

https://www.berlin.de/labo/_assets/kraftfahrzeugwesen/foto-mustertafel.pdf

Fees

- *Swiss nationals:*
- * From the age of 24 years: 37.00 euros
- * Until the age of 24 years: 22.80 euros
- *Family members from other countries*
- * For adults: 67.00 euros
- * For minors: 33.50 euros

Legal basis

- Section 52 Aufenthaltsverordnung (AufenthV)
https://www.gesetze-im-internet.de/aufenthv/__52.html

Average time to process request

About 5-6 weeks

Responsible authority

This service can only be taken advantage of in the Berlin Immigration Office (Landesamt für Einwanderung - LEA) at Friedrich-Krause-Ufer.

Information on this location

Berlin Immigration Office, Friedrich-Krause-Ufer

Address

Friedrich-Krause-Ufer 24
13353 Berlin

Current information on this location

Please note the information about service at our locations from May 31st on our website.

Sonstige Hinweise zum Standort

- * Payments are also possible by credit card (VISA, Mastercard and Maestro).
- * Photo booth and copier (charge) are located at the cashier (house A, first floor).

Barrier-free access

This facility is wheelchair accessible.
Handicapped parking space available.
A wheelchair-accessible elevator is available.
A wheelchair-accessible WC is available.

Elevators in the houses A and C

Opening hours

Monday: 7:00 a.m. to 2:00 p.m. (In principle only by appointment)
Tuesday: 7:00 a.m. to 2:00 p.m. (In principle only by appointment)
Wednesday: By appointment only
Thursday: 9:00 a.m. to 5:00 p.m. (In principle only by appointment)
Friday: By appointment only

Changes in opening hours

To further contain the corona infection services will continue to take place in principle only by appointment.

Information for customers with an appointment

- *We ask for your understanding for the following hygiene precautions:*
- * Entering our service building is only permitted with masks of the standards KN95 / N95 or FFP2.
- * We can't serve you if you are displaying symptoms of infection.
- * Please note: Due to current COVID-19 restrictions, access to our office buildings is limited only to customers with personal appointments. We kindly ask you - if possible - to come without accompanying persons to the appointment.

Public transportation

S-Bahn S 41/42 (Westhafen)
U-Bahn U 9 (Amrumer Str.)
Bus 123, 142, M27

Contact

Telephone: (030) 90269-4000
Fax: (030) 90269 4099
Internet: <https://www.berlin.de/einwanderung/en>
E-mail: <https://www.berlin.de/einwanderung/ueber-uns/kontakt/>

Payment methods

You can pay in cash or with a debit card (Girocard) (with PIN) at this location.

PDF downloaded on 19.10.2021