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# 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

### S-Bahn

0.7km [S+U Westhafen](#)

S41, S42

### 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)

# 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**  
([https://www.berlin.de/labo/\\_assets/kraftfahrzeugwesen/foto-mustertafel.pdf](https://www.berlin.de/labo/_assets/kraftfahrzeugwesen/foto-mustertafel.pdf))

The photograph must be current. It must also fulfill the photograph requirements for electronic passports.

## 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](https://www.gesetze-im-internet.de/aufenthv/__52.html))

## Average time to process request

About 5-6 weeks

## **Notes on responsibility**

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