

<b>Ordnungsamt Neukölln - Zentrale Anlauf - und Beratungsstelle .....</b>	<b>2</b>
<b>Address .....</b>	<b>2</b>
<b>Contact .....</b>	<b>2</b>
<b>Barrier-free access .....</b>	<b>2</b>
<b>Opening hours .....</b>	<b>2</b>
<b>Information for customers with an appointment .....</b>	<b>2</b>
<b>Transportation links .....</b>	<b>2</b>
<b>Exhibition of persons - apply for permission .....</b>	<b>4</b>
<b>Prerequisites .....</b>	<b>4</b>
<b>Documents required .....</b>	<b>4</b>
<b>Forms .....</b>	<b>5</b>
<b>Fees .....</b>	<b>5</b>
<b>Legal basis .....</b>	<b>5</b>
<b>More information .....</b>	<b>5</b>
<b>Notes on responsibility .....</b>	<b>5</b>

# Ordnungsamt Neukölln - Zentrale Anlauf - und Beratungsstelle

Bezirksamt Neukölln

## Address

Juliusstraße 67  
12051 Berlin

## Contact

Telephone: (030) 90239-6699

Fax: (030) 90239-4988

Internet:

<http://www.berlin.de/ba-neukoelln/politik-und-verwaltung/aemter/ordnungsamt/>

E-mail: [ordnungsamt@bezirksamt-neukoelln.de](mailto:ordnungsamt@bezirksamt-neukoelln.de)

## Barrier-free access



Zugang für Rollstuhlfahrer am Haupteingang

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

## Opening hours

- Monday: Telefonische Beratung 09.00-15.00 Uhr  
Persönliche Vorsprachen nur nach Terminvereinbarung.
- Tuesday: Telefonische Beratung 09.00-15.00 Uhr  
Persönliche Vorsprachen nur nach Terminvereinbarung.
- Wednesday: Telefonische Beratung 09.00-15.00 Uhr  
Persönliche Vorsprachen nur nach Terminvereinbarung.
- Thursday: Telefonische Beratung 12.00-18.00 Uhr  
Persönliche Vorsprachen nur nach Terminvereinbarung.
- Friday: Telefonische Beratung 09.00-14.00 Uhr  
Persönliche Vorsprachen nur nach Terminvereinbarung.

## Information for customers with an appointment

Wichtig: Die Beantragung einer Gewerbezentralregister-Auskunft gilt ausschließlich für juristische Personen. Privatpersonen wenden sich bitte an das Bürgeramt.

## Transportation links

### S-Bahn

Neukölln: S41, S42

### U-Bahn

Grenzallee: U7

### Bus

M171



# Exhibition of persons - apply for permission

You require permission from the competent authority, if you wish to organise shows in which human beings are presented (such as table dancing or striptease events) on your premises, or if you wish to provide your premises for the organisation of such events.

No permission is required for presentations of an artistic or athletic nature.

## Prerequisites

- **Personal reliability**  
Reliability is verified based on various documents. The applicant must submit an excerpt from the Federal Central Criminal Register (certificate of good conduct) and an excerpt from the Commercial Central Register.
- **Suitability of rooms and location**  
The premises used for the event must be suitable for the intended type and extent of use.

## Documents required

- **Application for permission for showcasing human beings**
- **Identity document**  
Identity card or other official identification document containing a photograph.  
Residence permit, if the applicant is not an EU national
- **Certificate of good conduct for presentation to an authority**  
(<https://service.berlin.de/dienstleistung/120926/>)  
To verify personal reliability, an extract from the Federal Central Register (certificate of good conduct) is required for submission to an authority (document type O).  
The information must not be older than three months.
- **Excerpt from the central business register for presentation to an authority**  
(<https://service.berlin.de/dienstleistung/327835/>)  
To verify personal reliability, information from the central business register is required for submission to an authority (document type 9).  
The information must not be older than three months.
- **Ground plan**  
Floor plans of the entire event premises including service space (ideally on a 1:100 scale)
- **Authorisation of use according to construction law**  
Planning permit for the premises for use as an event location.
- **Up-to-date excerpt from the Trade Register**  
([https://www.handelsregister.de/rp\\_web/welcome.xhtml](https://www.handelsregister.de/rp_web/welcome.xhtml))  
Registered companies please submit a current excerpt from the commercial register when applying. Legal entities in the process of formation (GmbH, AG) must submit the articles of association.

## Forms

- **Application for permission for showcasing human beings**  
([https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehendes-gewerbe/\\_assets/mdb-f123914-wi200\\_schaustellungen\\_von\\_personen\\_antrag\\_10\\_1984.pdf](https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehendes-gewerbe/_assets/mdb-f123914-wi200_schaustellungen_von_personen_antrag_10_1984.pdf))

## Fees

100,00 bis 1.500,00 Euro: je Aufwand

## Legal basis

- **Gewerbeordnung (GewO) § 33a Abs. 1 - Schaustellungen von Personen**  
([https://www.gesetze-im-internet.de/gewo/\\_33a.html](https://www.gesetze-im-internet.de/gewo/_33a.html))
- **Schedule of Administrative Fees (Verwaltungsgebührenordnung or VGebO)**  
(<https://gesetze.berlin.de/bsbe/?aiz=1&docId=jlr-VwGebOBE2009rahmen&query=JURISLINK%3A%22VwGebO+BE%22>)

## More information

- **Privacy policy (Public Order Offices of Berlin)**  
([https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberecht/\\_assets/winr\\_105\\_merkblatt\\_dsgvo.pdf](https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberecht/_assets/winr_105_merkblatt_dsgvo.pdf))

## Notes on responsibility

The permit must be applied for with the competent Public Order Office for the place the event is held.