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# Ordnungsamt Steglitz-Zehlendorf

Bezirksamt Steglitz-Zehlendorf

## Address

Unter den Eichen 1  
12203 Berlin

## Mailing address

## Contact

Telephone: (030) 90299-4660

Fax: (030) 90299-4662

Internet:

<https://www.berlin.de/ba-steglitz-zehlendorf/politik-und-verwaltung/aemter/ordnungsamt/>

E-mail: [ordnungsamt@ba-sz.berlin.de](mailto:ordnungsamt@ba-sz.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: Nur mit Termin:  
09:00-13:00 Uhr

Tuesday: Nur mit Termin:  
09:00-13:00 Uhr

Wednesday: Keine Sprechstunde

Thursday: Nur mit Termin:  
09:00-13:00 Uhr

Friday: Keine Sprechstunde

## Changes in opening hours

Termine können unter [ordnungsamt@ba-sz.berlin.de](mailto:ordnungsamt@ba-sz.berlin.de) oder Telefonnummer 030 902994660 vereinbart werden.

## Transportation links

### S-Bahn

0.6km [S Botanischer Garten](#)

S1

0.8km [S+U Rathaus Steglitz](#)

S1

## **U** U-Bahn

0.7km [S+U Rathaus Steglitz](#)

U9

## **Bus**

0.2km [Unter den Eichen/Botanischer Garten](#)

M48

0.2km [Braillestr.](#)

M48

0.4km [Händelplatz](#)

188, 283, 285, M85, N88

0.5km [Schlossparktheater](#)

M48, 188, 283, N88

0.5km [Berlin, Carmerplatz](#)

188, 283, N88, 186

## **Additional information**

Gebührenfreie Parkplätze stehen nicht zur Verfügung. Der Standort liegt unmittelbar an der Grenze zur Parkraumbewirtschaftung.

Bei akuten Verkehrsbehinderungen und sonstigem eilbedürftigem pflichtwidrigem Verhalten von Mitbürgerinnen und Mitbürgern (auch in geschützten Grünanlagen) wählen Sie bitte die Rufnummer 030/90299-4631 oder 030/90299-4632.

## **Payment options**

Eine Bezahlung ist nicht vorgesehen

# Prostitutionsfahrzeug - Aufstellung melden

Prostitution vehicles are motor vehicles, vehicle trailers and other mobile facilities that are made available for the provision of sexual services.

Anyone wishing to set up a prostitution vehicle for operation on more than two consecutive days or several times in one month must notify the local public order office two weeks before setting it up. The operating location and operating hours must not conflict with the requirements for the protection of the prostitutes working in the prostitution vehicle, customers, young people, residents, neighbors or the general public. Otherwise, the installation of the prostitution vehicle may be prohibited.

A report that is not made, not made correctly, not made in full or not made on time is an administrative offense and can be punished with a fine of up to EUR 1,000.00.

## Procedure

1. If you wish to set up a prostitution vehicle, you must notify the authorities before setting it up. The notification can be submitted online. Please complete the notification in full, upload the required documents and submit them.
2. The responsible office will check your details and documents and request any missing evidence. You will receive instructions on the further procedure and will be informed of the processing status by e-mail.
3. If all requirements are met and the necessary documents have been submitted, you will receive a fee notice and confirmation by post. If you do not meet all the requirements or have the necessary documents, your application will be rejected and a fee will be charged. In this case, you can read the reason for the rejection in the notification from the responsible office, which will check your details and documents and request any missing evidence. You will receive instructions on the further procedure and will be informed of the processing status by e-mail.

## Prerequisites

- **Licence for operating a prostitution business**  
(<https://service.berlin.de/dienstleistung/328050/en>)  
The notifying individual must hold a valid licence for operating the prostitution business.
- **Suitability of the set-up location**  
([https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberecht/ae\\_prostschg\\_011118.pdf](https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberecht/ae_prostschg_011118.pdf))  
The set-up location and operating hours must comply with the legal requirements for the protection of all parties involved.
- **Legal majority**  
([https://www.gesetze-im-internet.de/bgb/\\_2.html](https://www.gesetze-im-internet.de/bgb/_2.html))  
The notifying individual or their representative must be at least 18 years of age.

## Documents required

- **Notification of the installation of a prostitution vehicle**

Sie können die Aufstellung online melden oder schriftlich per Post.

Die Anzeige muss folgende Angaben enthalten:

- den Vor- und Nachnamen des Fahrzeughalters und den vollständigen Namen des Betreibers des Prostitutionsfahrzeugs,
- das Kraftfahrzeug- oder Schiffskennzeichen des Prostitutionsfahrzeugs,
- die genaue Angabe des Aufstellungsortes,
- die Dauer der Aufstellung und
- die Betriebszeiten.

- **Permit for prostitution business (copy) with operating concept**

It must be clear from the operating concept whether the vehicle has a sufficiently large interior and adequate interior fittings. In particular, the prostitution vehicle must be such that.

- doors can be opened from the inside at any time
- assistance can be reached at all times through technical devices,
- adequate sanitary facilities; and
- a valid operating licence is available,
- and the vehicle is in a technically operational condition.

If available, also a copy of the deputy's permit.

- **Registration certificates/ alias certificates (copy)**

Registration certificates and/or alias certificates of all prostitutes likely to work in the prostitution vehicle.

- **Agreements with prostitutes (copy)**

The agreements/contracts concluded with the prostitutes for the use of the vehicle.

- **Photographs of the prostitution vehicle**

Recent photographs (outside and inside views) of the prostitution vehicle.

- **Valid operating licence / evidence of operability**

Evidence of a valid operating licence and technical operability of the prostitution vehicle (e. g. copy of certification of the most recent general inspection, copy registration certificate part I, garage service record, or similar)

## Forms

- **Notification of the installation of a prostitution vehicle**

([https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberec ht/winr-721\\_anzeige-fahrzeug-nach-21-prostschg\\_04-2018.pdf](https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberec ht/winr-721_anzeige-fahrzeug-nach-21-prostschg_04-2018.pdf))

## Fees

150.00 to 3,500.00 Euro depending on effort

## Legal basis

- **Prostitute Protection Act (ProstSchG) § 21**

([https://www.gesetze-im-internet.de/prostschg/\\_21.html](https://www.gesetze-im-internet.de/prostschg/_21.html))

## Average time to process request

approx. 2 weeks

## More information

- **Information on the subject of prostitution (Senate Department for Equal Opportunities)**  
(<https://www.berlin.de/sen/frauen/keine-gewalt/prostitution/>)
- **Fragen und Antworten zum Prostituiertenschutzgesetz (Bundesministerium für Bildung, Familie, Senioren, Frauen und Jugend)**  
(<https://www.bmbfsfj.bund.de/bmbfsfj/themen/gleichstellung/frauen-vor-gewalt-schuetzen/prostituiertenschutzgesetz>)
- **Application recommendations for the licensing requirement for prostitution businesses (Senate Department for Economics)**  
([https://www.berlin.de/formularverzeichnis?formular=/wirtschaft/gewerberecht/ae\\_prostschg\\_011118.pdf](https://www.berlin.de/formularverzeichnis?formular=/wirtschaft/gewerberecht/ae_prostschg_011118.pdf))
- **Information on data protection (Ordnungsämter des Landes 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))
- **Prostitution activity - issue of a registration certificate (service unit)**  
(<https://service.berlin.de/dienstleistung/328121/en>)
- **Prostitution activity - Health advice for prostitutes (service)**  
(<https://service.berlin.de/dienstleistung/328257/en/>)

## Average time to process request

[https://www.ea.berlin.de/intelliform/forms/eu-dlr-ng/gewerbe/Prostitutionsfahrzeug\\_Anzeige\\_der\\_Aufstellung/index?AnliegenID=328139](https://www.ea.berlin.de/intelliform/forms/eu-dlr-ng/gewerbe/Prostitutionsfahrzeug_Anzeige_der_Aufstellung/index?AnliegenID=328139)

## Notes on responsibility

Set-up notification for a prostitution vehicle must be submitted to the competent Public Order Office for the set-up location.