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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](#)

S46, 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 a freelance employment

## - Issuance

A residence permit may be granted for freelance work if it is expected to have a positive economic or cultural impact.

Examples of freelance work include e.g. artists, writers, language teachers, and self-employed doctors, engineers, accountants, interpreters or architects.

### Procedure:

#### 1. Carry out the online application.

- Please have all the necessary documents ready for this in PDF format if possible. However, you can also still photograph and upload the documents during the application process using your smartphone or tablet. The following file formats are accepted: PDF, JPG, JPEG, and PNG. The total size of your files must not exceed 100 MB. A single file must be a maximum of 7 MB in size.
- The online application is extensive, so it takes some time to complete. However, you can interrupt the application at any time, save it temporarily and resume it at a later time.
- Before you can send off the application, you need to pay the service fee.
- At the end you will receive a PDF document to confirm your application. This document will certify that your current residence title (national D visa or residence permit) remains valid in the federal territory beyond the previous validity date. (This does not apply if you hold a Schengen visa (C visa) for a short-term stay or if your current residence title has already expired on the day of application.)
- Please therefore make sure to save this document and print a copy if possible.

2. Once you have carried out the online application, we will check it and then contact you as soon as possible. Where necessary, we will request further documents.

3. If your application is considered to be successful, you will be given an appointment for an in-person interview. Please bring all the documents listed in the invitation letter with you to your appointment.

### Prerequisites

- **Legal residence**
  - You are already residing in Germany with a residence title (e.g., a national D visa or residence permit). A Schengen visa (C visa) for a short-term stay is not sufficient.
  - Or, based on your nationality, you are entitled to apply for a residence permit.
- **Freelance employment**  
([https://www.gesetze-im-internet.de/estg/\\_18.html](https://www.gesetze-im-internet.de/estg/_18.html))  
The activity must be an independent scientific, artistic, literary, teaching, educational, or other self-employed professional activity as defined in Section

18(1)(1) of the Income Tax Act (Einkommenssteuergesetz - EStG).

- **Adequate pension plan (only if you have already completed the 45th year of life)**

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.

The following nationalities are exempt from the requirement to provide proof of retirement savings:

Dominican Republic, Indonesia, Japan, the Philippines, and Sri Lanka.

- **Adequate health insurance**

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

You have health insurance in Germany, either in the statutory health insurance system or a comparable private health insurance.

Foreign health insurance is not sufficient. For more information, please read the leaflet.

- **No interest in expulsion**

- Fines alone can prevent the granting of a residence permit.
- You pose no threat to the free democratic basic order or the security of the Federal Republic of Germany.
- You are not involved in acts of violence in pursuit of political or religious goals, do not publicly call for the use of violence and do not threaten to do so.

- **Main residence in Berlin**

A second home in Berlin is not sufficient.

- **Current email address**

The Berlin Immigration Office will contact you via your current email address. Please also check your spam folder regularly.

- **For the online application: Consent to the electronic payment process**

The following methods of payment are available to you:

- Credit card (Visa, Mastercard)
- Paypal

## Documents required

- **Application for a Residence Permit for Freelance Employment**

- Only possible online
- You will receive a PDF document to confirm your application. This document will certify that your current residence title remains valid in the federal territory beyond the previous validity date. (This does not apply if you hold a Schengen visa (C visa) for a short-term stay or if your current residence title has already expired on the day you apply.)
- Please therefore make sure to save this document and print a copy if possible.

- **In the case of an application being filed by an authorised representative: power of attorney stating the subject matter of the procedure**

- **If you already have a residence permit or another German residence title for the Federal Republic of Germany: Copy of your residence**

## **title**

- **Passport copies (in color)**

Copies of the following pages of your passport are required:

- Always: Data pages (with your photo and personal details)
- If you have entered the country and are applying for a residence permit for the first time, additionally: Entry stamp and visa for entry or residence permit from another EU country in your passport (if applicable)

- **Resume / Curriculum Vitae, including documentation of qualifications and professional experience**

- **References or funding commitments**

- **Revenue forecast**

see section "Forms"

- **If you wish to work on a fee basis: Fee agreements**

Alternatively, at least two letters of intent may be submitted, providing details of the collaboration and describing the nature and scope of the work.

- **Depending on the profession: Occupation practice permit**

for example, a medical license or a law license

- **Regarding artists and language teachers: Proof of other regular income**

e.g., personal assets, regular payments from parents obligated to provide support, a letter of commitment from a solvent third party

- **Proof of your health insurance**

- If you have statutory health insurance: current confirmation from the health insurance company stating the premium amount due, or proof of enrollment with the Artists' Social Insurance Fund (Künstlersozialkasse)
- 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 permit for freelance employment.

- **Lease or proof of home ownership**

- **Living costs**

Proof of the monthly rental costs (e.g. current account statement) or costs of the inhabited property; in each case in original form

## **Forms**

- **Revenue forecast**

([https://www.berlin.de/einwanderung/\\_assets/ertragsvorschau.pdf](https://www.berlin.de/einwanderung/_assets/ertragsvorschau.pdf))

## **Fees**

- 56.00 euros: for the initial issue of the residence permit as a sticker label
- 100.00 euros: for the initial issue of the residence permit as an electronic residence permit (eAT)
- 27.60 euros: for Turkish nationals up to the age of 24
- 46.00 euros: for Turkish nationals aged 24 and over for
- 6.00 euros extra: for creating a digital passport photo at the self-service terminal on site

## Legal basis

- **Aufenthaltsgesetz (AufenthG) § 21 Abs. 5**

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

## Average time to process request

- A residence permit in the form of a sticker label can be issued directly on site during the appointment.
- If issued as an electronic residence permit (eAT), it takes 4 to 6 weeks before it can be collected.

## Average time to process request

[https://liste-antraege-bc01.bda.service.berlin.de/intelliform/forms/default/bda/LEA/Aufenthaltserlaubnis\\_selbststaendig\\_freiberuflich/index](https://liste-antraege-bc01.bda.service.berlin.de/intelliform/forms/default/bda/LEA/Aufenthaltserlaubnis_selbststaendig_freiberuflich/index)