

<b>Rechtsanwaltskammer Berlin</b> .....	2
<b>Address</b> .....	2
<b>Contact</b> .....	2
<b>Barrier-free access</b> .....	2
<b>Opening hours</b> .....	2
<b>Transportation links</b> .....	2
<b>Payment options</b> .....	3
<b>Law Firm - Apply for admission</b> .....	4
<b>Prerequisites</b> .....	4
<b>Documents required</b> .....	4
<b>Forms</b> .....	4
<b>Fees</b> .....	4
<b>Legal basis</b> .....	4
<b>Average time to process request</b> .....	5
<b>More information</b> .....	5
<b>Notes on responsibility</b> .....	5

# Rechtsanwaltskammer Berlin

Rechtsanwaltskammer Berlin

## Address

Littenstraße 9  
10179 Berlin

## Contact

Telephone: (030) 306931-0  
Fax: (030) 306931-99  
Internet: <https://www.rak-berlin.de/>  
E-mail: [info@rak-berlin.org](mailto:info@rak-berlin.org)

## Barrier-free access



Ein ausgewiesener Behindertenparkplatz befindet sich beim Amtsgericht Mitte (Littenstraße 12-17, 10179 Berlin).

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

## Opening hours

Monday: 08:00-12:00 Uhr  
13:00-16:00 Uhr  
Tuesday: 08:00-12:00 Uhr  
13:00-16:00 Uhr  
Wednesday: 08:00-12:00 Uhr  
13:00-16:00 Uhr  
Thursday: 08:00-12:00 Uhr  
13:00-16:00 Uhr  
Friday: 08:00-13:00 Uhr

## Transportation links

### S-Bahn

0.5km [S+U Jannowitzbrücke](#)  
S3, S5, S7, S9

0.5km [S+U Alexanderplatz Bhf](#)  
S3, S5, S7, S9

### U-Bahn

0.2km [U Klosterstr.](#)  
U2

0.3km [S+U Jannowitzbrücke](#)  
U8

0.4km [S+U Alexanderplatz Bhf](#)

U8, U5, U2

0.5km [U Rotes Rathaus](#)

U5

0.6km [U Schillingstr.](#)

U5

 **Bus**

0.2km [Alexanderstr.](#)

300, N60, N65

0.3km [Littenstr.](#)

248, 300

0.3km [S+U Alexanderplatz Bhf/Grunerstr.](#)

300, 248, S7

0.3km [Jüdenstr.](#)

248, 300

0.4km [Nikolaiviertel](#)

N8, N40, N60, N65, 200, 248, N2, N42

 **Tram**

0.5km [S+U Alexanderplatz Bhf/Gontardstr.](#)

M4, M5, M6

0.5km [S+U Alexanderplatz Bhf/Dircksenstr.](#)

M2

0.5km [U Alexanderplatz \[Tram\]](#)

M4, M5, M6

0.7km [Spandauer Str./Marienkirche](#)

M4, M5, M6

0.7km [S+U Alexanderplatz Bhf/Memhardstr.](#)

M2

 **Train**

0.5km [S+U Alexanderplatz Bhf](#)

RE1, RB23, RE2, FEX, RE7

## Payment options

Barzahlung

# Law Firm - Apply for admission

Lawyers may also provide their legal services in the form of a limited liability company (Law Firm). This company must also be admitted by the Bar.

## Prerequisites

- **Demands on society**  
Pursuant to § 59d BRAO, the company must comply with the requirements under §§ 59c, 59e and 59f BRAO.
- **No forfeiture of assets**  
Pursuant to § 59d no. 2 BRAO, the company must not be in a state of financial collapse.
- **Proof of professional liability insurance**  
Proof of the conclusion of professional liability insurance pursuant to § 59j BRAO or the submission of a provisional confirmation of cover must be submitted.

## Documents required

- **Application form**  
A completed and signed application form (pre-printed form) must be submitted.
- **Proof of the articles of association**  
A certified copy of the memorandum and articles of association must be submitted.
- **Proof of shareholder resolutions**  
A copy of the shareholders' resolutions on the appointment of managing directors, authorised signatories and authorised agents shall be submitted.
- **Proof of professional liability insurance**  
Proof of the conclusion of professional liability insurance pursuant to § 59j BRAO or the submission of a provisional confirmation of cover must be submitted. This can be submitted later, but must be available at the latest when the admission certificate is handed over.
- **Proof of payment of fees**  
Proof of payment of fees must be submitted.

## Forms

- **Application for admission of a law society**  
([https://www.rak-berlin.de/download/mitglieder\\_pdfs\\_formulare/Formular\\_Ant\\_rag\\_Rechtsanwalts-gesellschaft.pdf](https://www.rak-berlin.de/download/mitglieder_pdfs_formulare/Formular_Ant_rag_Rechtsanwalts-gesellschaft.pdf))

## Fees

767,00 EUR

## Legal basis

- **Federal Lawyers' Act (BRAO)**  
(<https://www.gesetze-im-internet.de/brao/BJNR005650959.html>)
- **Fee schedule of the Berlin Bar Association**

([https://www.rak-berlin.de/download/rak\\_berlin\\_pdfs/GebOrdnung\\_RAK.pdf?m=1595924299&](https://www.rak-berlin.de/download/rak_berlin_pdfs/GebOrdnung_RAK.pdf?m=1595924299&))

## **Average time to process request**

Approx. 2 - 3 months

## **More information**

- **Requirements for admission to the bar in Berlin**  
([https://www.rak-berlin.de/download/mitglieder\\_pdfs\\_formulare/Formular\\_Antrag\\_Rechtsanwaltsgesellschaft.pdf](https://www.rak-berlin.de/download/mitglieder_pdfs_formulare/Formular_Antrag_Rechtsanwaltsgesellschaft.pdf))
- **Sample for a limited company contract**  
([https://www.rak-berlin.de/download/mitglieder\\_pdfs\\_formulare/Muster\\_GesellschaftsvertragRA\\_GmbH\\_010819.pdf](https://www.rak-berlin.de/download/mitglieder_pdfs_formulare/Muster_GesellschaftsvertragRA_GmbH_010819.pdf))

## **Notes on responsibility**

The Berlin Bar Association is responsible for the application for admission of a law firm.