

Register of intermediaries IHK - Registration	2
Prerequisites	2
Documents required	3
Forms	3
Fees	3
Legal basis	3
More information	4
Responsible authority	4
Industrie- und Handelskammer zu Berlin	5
Address	5
Contact	5
Barrier-free access	5
Opening hours	5
Payment options	5

Register of intermediaries IHK - Registration

The chambers of industry and commerce keep a register of intermediaries.

Holders of one of the following licences must be entered in this register:

- Insurance broker (§ 34 d GewO),
- Insurance consultant (§ 34 d GewO),
- Financial investment brokers (§ 34 f GewO),
- Fee-based financial investment consultant (§ 34 h GewO) and
- Real estate loan broker (§ 34 i GewO)

as soon as you become active in a commercial capacity.

The register contains the following data:

- For natural persons: surname, first name, date of birth and name of the company
- For legal entities: Family and first names of the natural persons who are responsible for the intermediary activities within the organ of the company responsible for the management
- Type of permit
- Address of the competent registration authority
- In which EU and EEA Contracting States the applicant will be active
- Addresses of possible branches abroad
- Company address
- Register number
- In the case of tied and product-processor insurance intermediaries: the insurance undertaking assuming liability.

Consumers and insurance companies can thus check who, where and to what extent is authorised as an intermediary.

Attention: If you violate the registration obligation, you can be fined up to 5,000 Euros.

Prerequisites

- **1.a) You have a permit as:**
Insurance intermediary (§ 34 d GewO), Insurance consultant (§ 34 d GewO), Financial investment intermediary (§ 34 f GewO), Fee-based financial investment consultant (§ 34 h GewO) or Real estate loan intermediary (§ 34 i GewO)
or
- **1.b) You have been exempted from the permit requirement**
Mainly concerns product-processing insurance intermediaries
And
- **2. You are actively pursuing the activity on a commercial basis**
- **Note**
Tied insurance agents can alternatively apply for registration via the instructing insurance company.

Documents required

- **Registration application**
completed application form (under "Forms")
- **Permission/Exemption**
Copy of the licence document or, for product-related insurance intermediaries: proof of exemption from the licence
- **Business registration**
Copy of the business registration
- **If applicable, extract from the commercial register**
If you are registered in the commercial, cooperative or association register, please also submit a current extract from it.
- **If applicable, for cross-border activities**
If you want to operate also in other member states of the European Union (EU) or the European Economic Area (EEA): additionally the form "Activity in other EU member state" (under "Forms")

Forms

- **Application forms for insurance intermediaries / consultants**
(<https://www.ihk-berlin.de/service-und-beratung/recht-und-steuern/download/s/-verlinkungen/vvm-antragsformulare-2253510>)
- **Registration of employees**
(<https://www.ihk-berlin.de/blueprint/servlet/resource/blob/3994844/a2b41f63c1a7758248eb51fd6ff48b1d/registeriung-mitarbeiter-versicherungsberater-data.pdf>)
- **Activity in another EU member state**
(<https://www.ihk-berlin.de/blueprint/servlet/resource/blob/2253420/a17da6260669f9440dc504b65d578c61/10-2-mitteilung-ueber-eu-taetigkeit-data.pdf>)

Fees

- 20,00 bis 110,00 EUR, depending on the type of entry in the register

Legal basis

- **Trade Code (GewO) (register of intermediaries) § 11a**
(https://www.gesetze-im-internet.de/gewo/_11a.html)
- **Ordinance on Insurance Mediation and Consulting §§ 8 ff.**
(https://www.gesetze-im-internet.de/versvermv_2018/index.html#BJNR248310018BJNE000100000)
- **Ordinance on Financial Investment Brokerage (Financial Investment Brokerage Ordinance) §§ 6 ff.**
(<https://www.gesetze-im-internet.de/finvermv/>)
- **Regulation on Real Estate Loan Brokerage (Real Estate Loan Brokerage Regulation) §§ 6 ff.**
(<https://www.gesetze-im-internet.de/immvermv/>)
- **Fee schedule of the IHK (Section F. Law and Taxes - No. 2. ff.)**
(<https://www.ihk-berlin.de/blueprint/servlet/resource/blob/2256952/2c4b2b8be8566a206d746fc20d4607d8/ihk-gebuehrenordnung-data.pdf>)

More information

- **Information on the register of intermediaries**
(<https://www.vermittlerregister.info/>)

Responsible authority

For commercial enterprises based in Berlin, the Berlin Chamber of Industry and Commerce is responsible for entry in the register of intermediaries.

Information on this location

Industrie- und Handelskammer zu Berlin

Address

Fasanenstraße 85
10623 Berlin

Contact

Telephone: (030) 31510-0
Fax: (030) 31510-166
Internet: <https://www.ihk-berlin.de/>
E-mail: service@berlin.ihk.de

Barrier-free access



[Explanation of symbols](#)

Opening hours

Monday: 08:00-17:00 Uhr
Tuesday: 08:00-17:00 Uhr
Wednesday: 08:00-17:00 Uhr
Thursday: 08:00-17:00 Uhr
Friday: 08:00-16:00 Uhr

Payment options

Cash and girocard (with PIN) (formerly EC card) can be used for payment at the location.