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# Tax consultancy - Apply for recognition as a tax consultancy company

If you wish to operate a tax consultancy firm, you must submit an application for recognition. Recognition also establishes compulsory membership of the Chamber of Tax Consultants.

You can apply for recognition here.

Both partnerships and legal entities can be considered as the legal form of the company to be founded for a tax consultancy firm.

## Note

Prior to entry in the commercial or partnership register, it is strongly recommended that you obtain confirmation from the relevant Chamber of Tax Consultants that all requirements for recognition have been met with the exception of entry in the commercial or partnership register. If the application for recognition is rejected, a written notification will be issued.

## Procedure

1. Submit an 'Application for recognition as a tax consultancy company'. You can do this online or by post
2. Submit the complete application documents to the Berlin Chamber of Tax Consultants and pay the fee.
3. The Chamber of Tax Consultants will then check whether you fulfil the requirements and decide on your application.
4. You will be recognised by receiving a certificate, which will be sent to you by post.

If you have any questions or need help with your application, the contact persons at the Berlin Chamber of Tax Consultants will be happy to provide you with further information.

## Prerequisites

- **Management of the company by tax advisors**  
The members of the Management Board, the managing directors or the personally liable partners are tax advisors.
- **Branch at the registered office of the company**  
At least one tax consultant who is a member of the Management Board, managing director or personally liable partner must have his/her professional domicile at the registered office of the company or in its immediate vicinity.
- **Professional liability insurance**  
Submission of at least a provisional cover note for the application to take out professional indemnity insurance.
- **For online applications: registration/login via BundID or a verified tax consultant identity from the tax consultant platform.**  
Select the 'ELSTER certificate', 'Online ID card (eID)' or 'User name/password' option for registration/login.
- **For online applications: consent to the electronic payment**

## **procedure**

Credit card, Giro pay, direct debit and payment by bank transfer are available as payment options.

## **Documents required**

- **Application for recognition as a tax consultancy firm**  
Submit the application online. In individual cases, you can obtain an application form on request from the Berlin Chamber of Tax Consultants.
- **Identity document**  
Identity card or other official identification document with photograph
- **Memorandum or articles of association**  
Copy or publicly certified copy of the articles of association or articles of incorporation
- **Professional liability insurance**  
Provisional cover note for the application to take out professional indemnity insurance
- **Entry in the commercial or partnership register**  
Notarised copy or official printout of the entry in the commercial or partnership register
- **Extract from the professional register, if applicable**

## **Fees**

- approx. EUR 750,00

The exact amount of the fees can be found in the current fee schedule of the Berlin Chamber of Tax Consultants.

In addition, members are obliged to pay a chamber fee. The fee is determined by the respective chamber meeting. Information on this can be obtained from the Chamber of Tax Consultants.

## **Legal basis**

- **Tax Consultancy Act (StBerG) §§ 53, 54, 55a, 55f**  
(<https://www.gesetze-im-internet.de/stberg/BJNR013010961.html#BJNR013010961BJNG001801123>)
- **Ordinance on the Implementation of the Regulations on Tax Consultants, Tax Agents and Tax Consultancy Companies (DVStB) §§ 40-41 - Recognition as a professional practice company**  
(<https://www.gesetze-im-internet.de/stbdv/BJNR019220979.html#BJNR019220979BJNG000301123>)
- **Fee schedule of the Berlin Chamber of Tax Consultants**  
(<https://stbk-berlin.de/downloads-und-links/>)

## **More information**

- **Information from the Berlin Chamber of Tax Consultants**  
(<https://stbk-berlin.de/>)

## **Average time to process request**

<https://stbk-antragsportal.de/erkennung-der-berufsausübungsgesellschaft/antrag/>

## **Notes on responsibility**

They can be appointed by the Berlin Chamber of Tax Consultants if their intended future professional establishment is in the Berlin Chamber district.