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# Ordnungsamt Treptow-Köpenick / Gewerbeangelegenheiten

Bezirksamt Treptow-Köpenick

## Address

Salvador-Allende-Str. 80 A  
12559 Berlin

## Contact

Telephone: (030) 90297-4629  
Fax: (030) 90297-664621  
E-mail: [ordnungsamt@ba-tk.berlin.de](mailto:ordnungsamt@ba-tk.berlin.de)

## Barrier-free access



Zugang für Rollstuhlfahrer hinter dem Haus

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

## Opening hours

Monday: 09:00-15:00 Uhr (nur nach vorheriger Terminvereinbarung)  
Tuesday: 09:00-15:00 Uhr (nur nach vorheriger Terminvereinbarung)  
Wednesday: keine Sprechzeit  
Thursday: 10:00-18:00 Uhr (nur nach vorheriger Terminvereinbarung)  
Friday: 09:00-14:00 (nur nach vorheriger Terminvereinbarung)

## Changes in opening hours

Für eine persönliche Vorsprache im Ordnungsamt ist unbedingt eine telefonische Terminvereinbarung nötig!

Weitere Informationen finden Sie unter:

<https://www.berlin.de/ba-treptow-koepenick/politik-und-verwaltung/aemter/ordnungsamt/artikel.86065.php>

## Transportation links

### Bus

- 0.2km [Salvador-Allende-Brücke](#)  
269, N65, 169, N64
- 0.3km [Neuer Weg](#)  
N65, 169, 269, N64
- 0.4km [Berlin, Hirschgartendreieck](#)  
N65
- 0.4km [S.-Allende-Str./Wendenschloßstr.](#)

165, 269, N65, X69, 169

0.5km [Bellevuestr.](#)

N65

 **Tram**

0.4km [Berlin, Hirschgartendreieck](#)

60, 61

0.5km [Bellevuestr.](#)

60, 61

## Payment options

Girocard (mit PIN)

# Fireworks - Notify sale of small fireworks and smallest fireworks

The intended sale of pyrotechnic objects (fireworks) of categories F1 and F2 must be notified in beforehand to the responsible public order office.

- If you intend to sell fireworks on an annually recurring basis, a one-time notification is enough.
- A new notification is required if changes have occurred since the first notification (e.g. change of address, changes in the persons responsible).
- If you permanently end the sale of fireworks or permanently close the sales facility, notify the responsible public order office immediately.

## Procedure:

1. You notify the locally competent public order office of the intended sale of pyrotechnic articles (fireworks) of categories F1 and F2 in time (at least 14 days before the start of the activity).
2. Your notification will be reviewed by the competent authority. Usually you will not be informed when the process is complete.

## Notes:

Any person who intentionally or negligently fails to make the notification, or fails to make it correctly, completely or in time, shall be guilty of an administrative offence. The administrative offence can be punished with a fine of up to EUR 10,000.

## Prerequisites

- **Sale of pyrotechnics of categories F1 and F2 (individual and small fireworks)**
- **Responsible persons**  
A sufficient number of responsible persons must be appointed for each sales facility to act as supervisors for sales and/or storage.  
These persons shall be appointed by internal organisation.
- **Sale within stationary sales premises**  
Pyrotechnic objects (fireworks) of category F2 may only be sold within stationary sales premises. Sale in the travelling trade or market trade is prohibited.

## Documents required

- **Fireworks sales notification**  
(under "Forms")  
You must provide information on the management of the sales outlet/branch as well as on responsible persons.
  - The notification must be fully completed and submitted in text form **at least 14 days prior to starting the activity** to the responsible public order office.Please use the form provided!

## Forms

- **Fireworks sales notification**

([https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/pyrotechnik/\\_assets/mdb-f126400-anzeige\\_vertrieb\\_pyrotechnik\\_kategorien\\_i\\_und\\_ii.pdf](https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/pyrotechnik/_assets/mdb-f126400-anzeige_vertrieb_pyrotechnik_kategorien_i_und_ii.pdf))

## Fees

none

## Legal basis

- **Explosives Act (SprengG) - Notification requirement § 14**

([https://www.gesetze-im-internet.de/sprengg\\_1976/\\_14.html](https://www.gesetze-im-internet.de/sprengg_1976/_14.html))

- **Explosives Act (SprengG) - Distribution and transfer § 22**

([https://www.gesetze-im-internet.de/sprengg\\_1976/\\_22.html](https://www.gesetze-im-internet.de/sprengg_1976/_22.html))

## More information

- **Fact sheet for trade in pyrotechnic objects of categories F1 and F2**

([https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/pyrotechnik/\\_assets/mdb-f127547-merkblatt\\_pyrotechnik\\_kategorien\\_i\\_und\\_ii.pdf](https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/pyrotechnik/_assets/mdb-f127547-merkblatt_pyrotechnik_kategorien_i_und_ii.pdf))

- **Information about privacy**

([https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehendes-gewerbe/\\_assets/merkblatt-dsgv.pdf](https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehendes-gewerbe/_assets/merkblatt-dsgv.pdf))

## Notes on responsibility

The report must be filed with the public order office in whose district the sales facility is locally situated.