

<b>Department of Economic Policy and Economic Order</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>Gambling - Apply for a bookmaker's assistant permission</b> .....	4
<b>Prerequisites</b> .....	4
<b>Documents required</b> .....	5
<b>Forms</b> .....	5
<b>Fees</b> .....	6
<b>Legal basis</b> .....	6
<b>More information</b> .....	6
<b>Notes on responsibility</b> .....	6

# Department of Economic Policy and Economic Order

Senatsverwaltung für Wirtschaft, Energie und Betriebe

## Address

Martin-Luther-Str. 105  
10825 Berlin

## Contact

Telephone: (030) 9013-0

Fax: (030) 9013

Internet: <https://www.berlin.de/sen/wirtschaft/>

E-mail: [post@senweb.berlin.de](mailto:post@senweb.berlin.de)

## Barrier-free access



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

## Opening hours

## Transportation links

### S-Bahn

0.6km [S Schöneberg](#)

S46, S41, S42, S1

0.6km [S+U Innsbrucker Platz](#)

S46, S41, S42

### U-Bahn

0.2km [U Rathaus Schöneberg](#)

U4

0.5km [S+U Innsbrucker Platz](#)

U4

0.6km [U Bayerischer Platz](#)

U7, U4

### Bus

0.2km [Rathaus Schöneberg](#)

M46, N7X, 143, M43

0.3km [Berlin, Dominicusstr./Hauptstr.](#)

187, M48, M85, M43, 248, M46, N7X

0.3km [Heylstr.](#)

143

## **Payment options**

Payment is not provided

# Gambling - Apply for a bookmaker's assistant permission

As a bookmaker, you can be represented by employed bookmaker assistants (m/f/d) in the mediation and conclusion of horse bets. For this purpose, you require a separate so-called bookmaker assistant permission for each bookmaker assistant.

## Procedure:

1. As a bookmaker, you apply for the bookmaker's assistant permission for your employee at the Senate Department responsible for economics.
2. Your application will be examined by the competent authority.
3. If there is no reason for denial and all requirements are satisfied, you will receive a permission for your assistant after the procedure is completed.

The permission can be granted with a time limit or a reservation of revocation or can be linked to a condition or a reservation of subsequent inclusion, modification or amendment of a condition. It may also be limited to individual events.

## Notes:

- Anyone who commercially invites or offers to conclude or arrange bets or accepts offers to conclude or arrange such bets shall be punished with imprisonment of up to six months or a monetary fine of up to one hundred and eighty daily rates.
- Please note that when exercising the bookmaker's trade you must observe the obligations of the State Treaty on Gambling. In particular, the obligations to train your bookmaker assistants (cf. § 16 section 2 sentence 2 of the Implementing Act to the Interstate Treaty on Gambling in conjunction with § 6 section 3 Gambling Hall Act Berlin (SpielhG Bln)) (see "Legal bases").

## Prerequisites

- **Bookmaker's permission**  
(<https://service.berlin.de/dienstleistung/329914/en/>)  
The application for a bookmaker's assistant permission can only be done by a bookmaker.
- **Natural person**  
Only natural persons can be granted a permission as bookmaker's assistant.
- **Personal reliability**  
You must prove the required personal reliability for your bookmaker's assistant by means of a certificate of good conduct and extract from the commercial central register for submission to an authority.
- **Deposit of a security**  
The guarantee is liable for the State's tax claims, together with interest, fines and penalties, the costs of criminal proceedings and penalties, and the bettors' claims arising from the betting transactions. The amount of the guarantee will be fixed in the notice of approval. It depends on the expected scope of the bookmaking business and the amount of the expected liabilities and can be increased or reduced by the authority at any time. A security deposit is required for every bookmaker's assistant.

## Documents required

- **Application - Bookmaker's trade**

You can submit the notification in text form either by mail or electronically.

- **Identity document**

A clearly readable copy of the identity card or passport and residence permit if the applicant is not a national of an EU country

- **Bookmaker's permission**

(<https://service.berlin.de/dienstleistung/329914/en/>)

Copy of the notice as bookmaker

- **Certificate of good conduct for presentation to an authority**

(<https://service.berlin.de/dienstleistung/120926/>)

To verify personal reliability, information from the Federal Central Register (certificate of good conduct) is required for submission to an authority (document type O).

The information must not be older than three months. Please fill in "bookmaker's assistant permit according to § 2 para. 2 RennwLottG" as purpose of use when applying.

- **Excerpt from the central business register for presentation to an authority**

(<https://service.berlin.de/dienstleistung/327835/>)

To verify personal reliability, information from the central business register is required for submission to an authority (document type 9).

The information must not be older than three months. Please fill in "bookmaker's assistant permit according to § 2 para. 2 RennwLottG" as purpose of use when applying.

- **Personal Questionnaire**

(see 'Forms')

- **Guarantee**

The guarantee may be provided as a bank guarantee, savings book with a blocking note or fixed-term deposit account with a pledge agreement in favour of the Senate Department responsible for economic affairs or to an interest-free deposit account designated by the Senate Department responsible for economic affairs. The amount will be determined by notice and will be adjusted as actual circumstances change. A security deposit is required for every bookmaker's assistant.

## Forms

- **Application - Bookmaker's trade**

([https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberech/ht/\\_assets/antrag\\_buchmacher\\_.pdf](https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberech/ht/_assets/antrag_buchmacher_.pdf))

- **Staff sheet - bookmaker's assistants (Annex 2)**

([https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberech/ht/\\_assets/anlage\\_2\\_buchmachergehilfen.pdf](https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberech/ht/_assets/anlage_2_buchmachergehilfen.pdf))

- **List - Evidence for bookmaker's trade (Annex 3)**

([https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberech/ht/\\_assets/anlage\\_3\\_uebersicht-nachweise.pdf](https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberech/ht/_assets/anlage_3_uebersicht-nachweise.pdf))

## Fees

- EUR 130

## Legal basis

- **Racing Betting and Lottery Act (Rennwett- und Lotteriegesetz or RennwLottG) - bookmaker's assistant permission § 2 sec. 2**  
([https://www.gesetze-im-internet.de/rennwlottg\\_2021/\\_2.html](https://www.gesetze-im-internet.de/rennwlottg_2021/_2.html))
- **Implementing Ordinance to the Racing Betting and Lotteries Act (Durchführungsverordnung zum Rennwett- und Lotteriegesetz or RennwLottDV) § 3**  
([https://www.gesetze-im-internet.de/rennwlottgabest/\\_3.html](https://www.gesetze-im-internet.de/rennwlottgabest/_3.html))
- **Schedule of Administrative Fees (Verwaltungsgebührenordnung (VGebO))**  
([https://gesetze.berlin.de/perma?a=VwGebO\\_BE](https://gesetze.berlin.de/perma?a=VwGebO_BE))
- **State Treaty on Gambling (Glücksspielstaatsvertrag or GlüStV) § 6 section 2 sentence 2**  
(<https://gesetze.berlin.de/jportal/?quelle=jlink&query=Gl%C3%BCStVtr+BE+%C2%A7+6&psml=bsbeprod.psml&max=true>)
- **Implementing Act to the State Treaty on Gambling (Ausführungsgesetz zum Glücksspielstaatsvertrag or GlüStVtrAG) § 16 section 2 sentence 2**  
(<https://gesetze.berlin.de/jportal/?quelle=jlink&query=Gl%C3%BCStVtrAG+BE+%C2%A7+16&psml=bsbeprod.psml&max=true>)
- **Gambling Hall Act Berlin (Spielhallengesetz Berlin or SpielhG Bln) § 6 sec. 3**  
(<https://gesetze.berlin.de/jportal/?quelle=jlink&query=SpielhG+BE+%C2%A7+6&psml=bsbeprod.psml&max=true>)

## More information

- **Informationen zum Gewerberecht (Senatsverwaltung für Wirtschaft)**  
(<https://www.berlin.de/sen/wirtschaft/wirtschaftsrecht/gewerberecht/>)
- **Informationen zum gewerblichen Spielrecht (Senatsverwaltung für Wirtschaft)**  
(<https://www.berlin.de/sen/wirtschaft/wirtschaftsrecht/gewerberecht/schulungseinrichtungen-nach-dem-spielhallengesetz-berlin/>)

## Notes on responsibility

Applications for a bookmaker's assistant permission to work in the Federal State of Berlin must be submitted to the Senate Department responsible for economic affairs.