

Ordnungsamt Charlottenburg-Wilmersdorf	2
Address	2
Contact	2
Barrier-free access	2
Opening hours	2
Transportation links	2
Payment options	3
Activities exempt from the itinerant trade licence - application for exemption on special occasions	4
Prerequisites	4
Documents required	4
Forms	4
Fees	4
Legal basis	4
More information	4
Average time to process request	5
Notes on responsibility	5

Ordnungsamt Charlottenburg-Wilmersdorf

Bezirksamt Charlottenburg-Wilmersdorf

Address

Sigmaringer Straße 1
10713 Berlin

Contact

Telephone: (030) 9029 - 29000

Fax: (030) 9029 - 29039

Internet:

<https://www.berlin.de/ba-charlottenburg-wilmersdorf/verwaltung/aemter/ordnung/>

E-mail: ordnungsamt@charlottenburg-wilmersdorf.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

U-Bahn

0.3km [U Blissestr.](#)

U7

0.4km [U Fehrbelliner Platz](#)

U3

Bus

0.2km [U Blissestr.](#)

N7, 143, N43, 101, 249

0.2km [Fechnerstr.](#)

249

0.3km [U Blissestr./Uhlandstr.](#)

N7, 143, N43, 249

0.4km [Mansfelder Str./Barstr.](#)

115, N7

0.4km [Güntzelstr./Uhlandstr.](#)

249

0.4km [U Fehrbelliner Platz](#)

101, N7, U7, 143, N43, 115, N3

0.5km [Berlin, Am Volkspark](#)

101, 249

0.5km [Westfälische Str./Konstanzer Str.](#)

143, N43

Payment options

Barzahlung

Girocard (mit PIN)

Activities exempt from the itinerant trade licence - application for exemption on special occasions

A itinerant trade licence is not required for anyone who offers goods for sale occasionally at trade fairs, exhibitions, public festivals or on special occasions with the permission of the competent authority.

This includes, for example

- the sale of Christmas trees or
- the sale of flowers and wreaths for Remembrance Sunday
- Events that are not regulated by the GewO.

Prerequisites

- **No prerequisites necessary.**
- **For online applications: registration/login via BundID**

Documents required

- **Activities exempt from the itinerant trade licence - application for exemption on special occasions**
Online possible or you can use the form
- **Identity document**
Identity card or other official identification document with photo (not required for electronic application). Residence permit if the applicant is not a national of an EU country.

Forms

- **Activities exempt from the itinerant trade licence - application for exemption on special occasions**
(https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberecht/_assets/winr-310-gewo-rg-rgk-freie-taetigkeiten-antrag-0323.pdf)

Fees

20.00 EUR (standard case)

Legal basis

- **§ 55a para. 1 No. 1 Trade regulations (Gewerbeordnung - GewO)**
(https://www.gesetze-im-internet.de/gewo/_55a.html)

More information

- **Information on the itinerant trade (CCI Berlin)**
(https://www.ihk.de/berlin/Service-und-Beratung/recht_und_steuern/gewerberecht/reisegewerbekarte/4321806)

- **Note on data protection (public order offices of the state of Berlin)**
(https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberecht/assets/winr_105_merkblatt_dsgvo.pdf)
- **Notify activities that do not require an itinerant trade card (service)**
(<https://service.berlin.de/dienstleistung/126432/en/>)
- **Itinerant trade - apply for a licence (service)**
(<https://service.berlin.de/dienstleistung/121916/en/>)

Average time to process request

<https://www.berlin.de/ea/en/application/login-service-account-berlin/>

Notes on responsibility

The application must be submitted to the Public Order Office that is responsible for the place the event takes place or in which the goods are to be sold.