

# Checklist

## Registration in Hamburg

If you move within Hamburg or from abroad to an apartment in Hamburg, you have to register within two weeks in one of the Customer Service Centers (Kundenzentrum) in Hamburg.

For the registration, please contact one of the **Customer Service Centers** in Hamburg. To determine the nearest Customer Service Center, proceed as follows:

1. Call up the Hamburg Administration Guide (Behördenfinder):  
<http://www.hamburg.de/behoerdenfinder>
2. In the "Suchbegriff" field, enter the term "Kundenzentren" and select "Suchen"
3. Enter your address in Hamburg (street and house number)
4. Select the red button "Weiter"

The Hamburg Administration Guide will show you the relevant department's contact details and opening hours. Please make an appointment [online](#).

Customers of the **Hamburg Welcome Center** can also register their address there.

The **following documents** are required:

- completed and signed registration form\*
- confirmation from the landlord ("Wohnungsgeberbestätigung")\*
- official photo identification (identification card or passport) for every registering person

\* see attachment

**In addition**, further documents must be submitted by:

- **Married / Partnered couples:**
  - marriage certificate (original)
- **Divorcees:**
  - divorce decree (original)
- **Widowed persons:**
  - death certificate (original)
- **Holders of an electronic residence permit (eAT):**
  - the residence permit

The administration fee is 12 Euro