

Business De-registration

You are required to de-register your business,

- if you are terminating operations or
- if you are moving your business activities to a place outside of Berlin or
- if you are changing the legal form of your commercial company. In this case, the business must be de-registered in its old form and newly registered in its new legal form.

Prerequisites

- ☐ No prerequisites

Documents required

- ☐ Form ?business de-registration?
- ☐ ID-Card of the German national
Identity card or other official identification including a photograph

Forms

- ☐ Form ?business de-registration?
https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehende-s-gewerbe/_assets/mdb-f122641-gewa3_neutral.pdf

Fees

free of charge

Legal basis

- Trade Regulations § 14 section 1
http://www.gesetze-im-internet.de/gewo/___14.html

Average time to process request

You will receive confirmation immediately, if you de-register your business in person.

If you de-register your business online, via email/fax or postal mail, you will receive confirmation after the de-registration has been processed.

More information

- Fact sheet CCI Berlin - business registration
<https://www.ihk-berlin.de/blueprint/servlet/resource/blob/2253230/6d787affb/ea21707479d49ceb65412f6/merkblatt-gewerbeanzeige-data.pdf>
- Information about privacy
https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehende-s-gewerbe/_assets/merkblatt-dsgv.pdf

Link to online processing

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

Responsible authority

The competent Public Order Office for the district in which the company?s most recently registered premises are located.

Information on this location

Ordnungsamt/Gewerbeamt Marzahn-Hellersdorf

Address

Premnitzer Straße 11
12681 Berlin

Barrier-free access

This facility is fully accessible to wheelchairs.
Handicapped parking space available.
An elevator fully accessible to wheelchairs is available.
A WC fully accessible to wheelchairs is available.

Opening hours

Monday: Vorsprachen nur nach Terminvereinbarung
Tuesday: 09:00-12:00 Uhr
Thursday: 14:00-18:00 Uhr

Public transportation

S-Bahn S7 Mehrower Allee
Bus X69, 197 Mehrower Allee

Contact

Telephone: (030) 115
Informationen zum 115 Service-Center: <http://www.berlin.de/115/>
Fax: (030) 90293-6605
E-mail: Gewerbe@ba-mh.berlin.de

Payment methods

Payment only by debit card (Girocard) (with PIN) at this location.

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