Information about the New Federal Registration Act

The new Federal Registration Act (BMG) will take effect from the 1st of November. A new feature of the Act, is that with each registration and cancellation to a city, everyone must submit a Landlord’s confirmation form (Wohnungsgeberbestätigung) signed by the landlord to the (Bürgerdienst National).

General Information to the Public Services

• Whoever makes the apartment available fills out the Landlord’s confirmation form (Wohnungsgeberbestätigung). Who can additionally be eligible:
  
  - the renter, provided he is entitled to let or sublet
  - authorized persons given power of attorney by the property owner
  - the property owner

• When moving to another city within Germany (from one municipality to another), a notification to the National Civil Services (Bürgerdienst National) of the move is NOT required.

• When moving to a foreign country, a cancellation is ALWAYS required as well as the confirmation of the departure by the landlord.

Consequences of Not Presenting the Landlord’s Confirmation Form (Wohnungsgeberbestätigung)

• If the Landlord’s confirmation form (Wohnungsgeberbestätigung) is not handed in, the National Civil Service will register anyway (exception: so-called “dummy addresses”). The student will then receive instructions about the issued template for the landlord’s confirmation form. Per § 23 Abs. 1 Satz 1 BMG he/she must present the landlord’s confirmation form to the registration office. Based upon § 19 Abs. 1 Satz 2 BMG, the landlord is also required to issue the landlord’s confirmation form. The student, as the person obliged to register, must disclose the relevant information for the issuing of the landlord’s confirmation form.

• If the landlord doesn’t fill out the confirmation, then it must be reported to the registration office. The confirmation must be then handed in within 4 weeks.

• If necessary, a criminal offense procedure can be initiated.

Procedure for Student Unions (Studierendenwerk)

• From now on the student union (Studierendenwerk) will fill out the landlord's confirmation form directly at the end of the rental contract and give it to the student.

• Since a sublease is only possible through with the agreement of the student union and the applicable contract has to be signed by the student union, the landlord’s confirmation form should also be directly filled out by the student union.
The forms for registration and cancellation can be downloaded here:

https://www.domap.de/wps/portal/dortmund/start.home.domap.de/Stadtportal/Rathaus/doMap/services.domap.de/tut/p/c5/04_SB8K8xLLM9MSSzPy8xBz9CP0os3gLNdYdfCydDRwN_ozADA88wH38Xc2MDI38Dc6B8pFm8AQ7gaEBAdzjIPpwqTCwN0eQNAwttD6x9DJ18zJwsDQwdzfHKW3ob4dcPk8fjfjP_NxU_YLeCINMzywTAEAn8yo!/dl3/d3/L2dBISEvZ0FBIS9nQSEh/?p_searchTerm=W&p_searchType=az

Further Information on the Websites of the City of Dortmund:

https://www.domap.de/wps/portal/dortmund/start.home.domap.de/Stadtportal/Rathaus/doMap/services.domap.de/product.services.domap.de/tut/p/c5/04_SB8K8xLLM9MSSzPy8xBz9CP0os3gLNdYdfCydDRwN_ozADA88wH38Xc2MDI38L66B8pFm8AQ7gaEBAdzjIPtwqDMzxyptYGqLJGwT4Whh4-hg6-Zg5WRoYOprrlbf0NsKyHyaPx39Hvm5qfoFuREGmZ6ZAemOiooAsp_tiw!/dl3/d3/L2dBISEvZ0FBIS9nQSEh/?p_id=aenderungenbundesmel0

Status: 29.10.2015