

# Registration, re- or deregistration

## Registration

Anybody moving to Herzogenaurach has to register at the registry office within two weeks.

Documents required for registration:

- ID card, if applicable passport, child passport, birth or marriage certificate (incl. translation, if applicable)
- certification of landlord
- if applicable, consent of the other parent in case of joint custody
- if applicable, negative certificate on sole custody

For spouses, parents and children (younger than 18 years), only one of the relevant persons subject to registration has to appear at the registry office in person, submitting the required documents for all family members moving to Herzogenaurach.

Any failure to register, or delayed or incorrect registration is deemed a misdemeanor punishable by a fine.

## Reregistration

Anybody changing residence within Herzogenaurach has to reregister at the registry office within two weeks.

Documents required for reregistration:

- ID card, if applicable passport, child passport, birth or marriage certificate (incl. translation, if applicable)
- certification of landlord
- if applicable, consent of the other parent in case of joint custody
- if applicable, negative certificate on sole custody

For spouses, parents and children (younger than 18 years), only one of the relevant

persons subject to reregistration has to appear at the registry office in person. Any failure to reregister, or delayed or incorrect reregistration is deemed a misdemeanor punishable by a fine.

## Deregistration

Deregistration is not required when changing residence within Germany. When moving to a foreign country, deregistration has to be announced one week prior to the change of residence.

The secondary residence has to be deregistered at the registry office of the place of primary or secondary residence.

### Contact

#### **Town of Herzogenaurach**

Citizens Advice Bureau

Wiesengrund 1

91074 Herzogenaurach

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