

Deregistering the vehicle (putting it out of service)

Please note that you can also use our online service for the desired service. You will find the link under "Further information" - Online service".

If a vehicle is to be taken out of service, you as the vehicle owner must submit an application.

If the vehicle is to be recycled, you will receive a certificate of destruction from the collection point or the recycling company (dismantling company).

Competent Department

- [BürgerServiceCenter-Stresemannstraße](#)
- [BürgerServiceCenter-Nord](#)
- [Bürgeramt](#)

Basic information

When a vehicle is taken out of service, the license plate is stamped and the tax and insurance obligation expires. The vehicle may no longer participate in public road traffic and therefore may not be parked in public areas.

The decommissioning can also be done online, provided that the vehicle was registered as of 01.01.2015 (see under "Further information").

Notes: If desired, the license plate for the vehicle can be reserved during the decommissioning process so that it can be reassigned if the vehicle is re-registered. It is also possible to reserve the license plate for the previous vehicle owner so that the license plate can be assigned to the vehicle owner's subsequent vehicle. The reservation requests can only be considered if they are named when the vehicle is taken out of service; the reservation is subject to a fee.

If the previous license plates are no longer in proper condition, the production of new license plates is required.

Return journeys after removal of the stamped plates may be made with the unstamped plates in the registration district shown on the plate and an adjacent district on the day of deregistration (decommissioning) until midnight at the latest. When doing so, the license

plates must be attached to the vehicle. When driving, the shortest route - without detour - must be taken.

What documents do I need?

- Registration certificate part I (formerly: vehicle registration document)
- License plates

for registered vehicles

- proof of recovery, if applicable

available from the recycler or the collection point

- if applicable, a statement whether the vehicle was disposed of abroad
or - for example as a classic car - is further used

Procedure

- An application for decommissioning must be submitted to the registration authority. A representative (e.g. car dealer) can also be appointed. A power of attorney is not required.
- Tickets for processing are available at the self-check-in terminals on the lower and first floors.

Legal bases

- [Gebührenordnung für Maßnahmen im Straßenverkehr \(GebOSt\)](#)
- [§§ 16, 17 Fahrzeug-Zulassungsverordnung \(FZV\)](#)

More information

The license plate can be reserved for a maximum of 12 months upon request when the vehicle is taken out of service.

What are the costs?

16,80 EUR Administrative charges for decommissioning

5,10 EUR additionally with simultaneous presentation of a certificate of destruction

Additional fees may apply in individual cases.

Please note: If you use the online service, payment is only possible by credit card.