

## Online - description of a vehicle

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

### Competent Department

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

### Basic information

Since 01.10.2019, it has been possible for private individuals to carry out rewrites online. This includes the following variants:

1. Transfer of a registered vehicle with Bremen license plate to another owner with a change of license plate.
2. Transfer of a registered vehicle with Bremen license plates to another owner without a change of license plates.
3. Registration of a decommissioned vehicle with Bremen license plates to another owner / holder
4. Re-registration of the motor vehicle, after a move to Bremen with a change of license plates
5. Re-registration of the motor vehicle, after a move to Bremen without a change of license plates
6. Registration of a vehicle with foreign license plate with change of owner with change of license plate
7. Registration of a vehicle with foreign license plate with change of owner without change of license plate
8. Registration of a decommissioned vehicle with foreign license plates with change of owner and change of license plates

The vehicle registration authority in Bremen offers an online portal for this purpose. Whether you can start driving immediately after the online processing depends on the respective variant 1. to 8. For more information, see "Average processing time". The online transfer is not available for legal entities or businesses.

Please note that it is not possible to transfer or register vehicles with seasonal license plates, vintage license plates or green license plates online. Also, a registration or transfer

in connection with a technical report can only be done directly at the vehicle registration office. Please book an appointment for this.

## Requirements

- The applicant is a natural person and has an account for the collection of vehicle tax
- payment of the fee by means of ePayment system
- Internet-based issuance of a SEPA mandate for the collection of the motor vehicle tax does not apply to variant:  
5. Re-registration of the motor vehicle, after a move to Bremen without a change of license plate  
Note:  
a tax exemption/reduction according to §3a paragraph 1 or 2 KraftStG must be applied for separately at the customs authority
- There must be no motor vehicle tax arrears with the main customs office or fee arrears
- The vehicle must have a valid main inspection that can be retrieved from the central vehicle register

## What documents do I need?

- Registration certificate part I (ZB I) with attached security code
- Registration certificate part II (ZB II) with attached security code

If the ZB II is in the possession of a third party (e.g. leasing bank), you must arrange for it to be sent to the licensing authority. You can find more information on this in the service description under "Further information".

- identity card (PA) / electronic residence permit (eAT) with activated online identification function or electronic proof of identity (eID card) for EU citizens and members of the European Economic Area

To read the PA or eAT, an external card reader or an Android smartphone with version 5.0 or higher and NFC interface or an iPhone 7 or higher with version iOS 13.1 or higher and the badge App2 is required.

- electronic insurance confirmation (eVB)
- Pull off the seal plate(s) of the licence plate(s) to obtain the underlying security code

applies to the variants:

1. transfer of a registered vehicle with a Bremen licence plate to another owner with a change of licence plate

4. re-registration of the motor vehicle, after a move to Bremen with change of registration number

6. Approval of a vehicle with an external registration plate with change of owner with change of registration plate

- Enter the vehicle registration number, enter the security code(s) on the portal form

## Procedure

Average processing time

1. Transferring a registered vehicle with Bremen license plates to another owner with a change of license plate:  
After a successful application, the registration authority issues the registration certificate part I + II as well as the seal sticker(s) on sticker carrier(s) and sends the registration documents to the applicant. The vehicle is deemed to be registered three days after the registration certificate has been sent. The sticker holder(s) must be affixed to the license plate(s) by the holder. The relevant instructions are enclosed with the letter from the registration authority.
2. Transferring a registered vehicle with Bremen license plates to another owner without changing license plates:  
After successfully entering all personal data and the vehicle data, you will receive a notification for retrieval. This notification contains a PIN code. You have 30 minutes to enter this code in the online portal. Once the procedure has been completed, you can start driving immediately. To do this, carry the retrieved notification with you until you receive the ZB I. If you do not retrieve the notification or do not enter the PIN code, it will be sent to you by the registration authority with the ZB I. In this case, the re-registration will not take effect until the third day after it is sent.
3. Registration of a decommissioned vehicle with Bremen license plates to another owner:  
After a successful application, the registration authority issues the registration certificate part I + II as well as the seal sticker(s) on sticker carrier(s) and sends the registration documents to the applicant. The vehicle is deemed to be registered three days after the registration certificate has been sent. The sticker holder(s) must be affixed to the license plate(s) by the holder. The relevant instructions are enclosed with the letter from the registration authority.
4. Re-registration of the vehicle after moving to Bremen with a change of license plate:  
After a successful application, the registration authority issues the registration certificate part I + II as well as the seal sticker(s) on the license plate holder(s) and sends the registration documents to the applicant. The vehicle is deemed to be registered three days after the registration certificate has been sent. The sticker holder(s) must be affixed to the license plate(s) by the holder. The relevant instructions are enclosed with the letter from the registration authority.
5. Re-registering the vehicle after moving to Bremen without changing the license plate:  
After successfully entering all personal data and the vehicle data, you will receive a notification for retrieval. This notification contains a PIN code. You have 30 minutes to enter this code in the online portal. Once the procedure has been completed, you can start driving immediately. To do this, carry the retrieved notification with you until you receive the ZB I. If you do not retrieve the notification or do not enter the PIN code, it will be sent to you by the registration

authority with the ZB I. In this case, the re-registration will not take effect until the third day after it is sent.

6. Registration of a vehicle with a foreign license plate with change of holder with change of license plate:

After a successful application, the registration authority issues the registration certificate part I + II as well as the seal sticker(s) on sticker carrier(s) and sends the registration documents to the applicant. The vehicle is deemed to be registered three days after the registration certificate has been sent. The sticker holder(s) must be affixed to the license plate(s) by the holder. The relevant instructions are enclosed with the letter from the registration authority.

7. Registration of a vehicle with a foreign license plate with a change of holder without a change of license plate:

After successfully entering all personal data and the vehicle data, you will receive a notification for retrieval. This notification contains a PIN code. You have 30 minutes to enter this code in the online portal. Once the procedure has been completed, you can start driving immediately. To do this, carry the retrieved notification with you until you receive the ZB I. If you do not retrieve the notification or do not enter the PIN code, it will be sent to you by the registration authority with the ZB I. In this case, the re-registration will not take effect until the third day after it is sent.

8. Registration of a decommissioned vehicle with foreign license plates with change of holder and change of license plate:

After a successful application, the registration authority issues the registration certificate part I + II as well as the seal sticker(s) on sticker carrier(s) and sends the registration documents to the applicant. The vehicle is deemed to be registered three days after the registration certificate has been sent. The sticker holder(s) must be affixed to the license plate(s) by the holder. The relevant instructions are enclosed with the letter from the registration authority.

Reserve a license plate:

If you would like to have a preferred license plate, you must do this via the link to "Internet-based vehicle registration". You will find the link under "Further information" - Online service" - "Online vehicle registration - i-Kfz". This is the only way to generate the required PIN.

## Legal bases

- [Kraftfahrzeugsteuergesetz \(KraftStG\)](#)
- [Beitreibungserleichterungsgesetz Kfz-Zulassung \(BEG HB\)](#)
- [Gebührenordnung für Maßnahmen im Straßenverkehr \(GebOSt\)](#)
- [§ 30 Fahrzeug-Zulassungsverordnung \(FZV\)](#)

## More information

If the ZB II is in the possession of a third party (e.g. leasing bank), it must be sent to the licensing authority. The change can only be made once the document has been received by the authority. As a rule, the ZB II is available at the licensing authority 2 to 3 weeks after

it is requested. After completion, it is returned to the sender. The costs for storage and return are usually borne by the holder.

### **What are the costs?**

16,04 EUR up to EUR 18.34.

Additional costs may be incurred depending on the registration process.

- if you choose a license plate of your choice.
- For the variants 1.,3.,4.,6. and 8. you need (a) license plate(s) depending on the vehicle class.

Payment only possible by credit card.