

Änderung der persönlichen Daten der Handwerksregister mitteilen

If you as a member company of a Chamber of Crafts and Trades change address and contact details, you must notify this to

Competent Department

- [Handwerkskammer Bremen](#)

Basic information

The Chamber of Skilled Crafts maintains two registers, the Handwerksrolle and the Verzeichnis über die Inhaber eines Betriebs einer zulassungsfreien Handwerks oder eines handwerksähnlichen Gewerbes, in which all craft enterprises and enterprises of the craft-like trade in the respective chamber district are recorded. In order to keep the stored data up to date, there is, among other things, a notification obligation in the event of a change of address and contact data of the business owner. If a company is registered as a business owner, corresponding changes in the data of shareholders and authorized representatives (e.g. managing directors of a GmbH) must be reported. In addition to address changes, this applies to electronic contact data (mobile) telephone and fax numbers or e-mail addresses).

Requirements

Personal data stored at the Chamber of Skilled Crafts and Small Businesses concerning the owner of the business, shareholders or authorized representatives of companies have changed, in particular:

- Address data
- electronic contact data such as (mobile) telephone and fax numbers or e-mail address

What documents do I need?

- Details of the operation
Farm number and farm name
- Information about your function

For example, management or owner of the business.

- Notification of the personal data to be changed

Procedure

Inform the Chamber of Crafts responsible for the company about the change of data.

Legal bases

- [§ 6 Handwerksordnung \(HWO\)](#)