

## Apply for registration certificate II - loss, theft

If your registration certificate Part II (or your vehicle registration document) is lost or stolen, you will need a replacement. Together with the registration certificate Part II, you will also receive a new registration certificate Part I.

As a rule, complete proof of ownership is required for the issue of a new registration certificate Part II, i.e. you must prove the transfer of ownership from the last registered keeper to yourself. If you have any questions about this in advance, please contact the Central Vehicle Registration Authority by e-mail (you will find the contact details under "Responsible authority"). As a precautionary measure, we would like to point out that processing can only take place on presentation of complete documents.

### Competent Department

- [Zentrale Kfz-Zulassungsbehörde](#)
- [Bürgeramt](#)

### Basic information

Together with the registration certificate Part II (formerly: vehicle registration document), a new registration certificate Part I (formerly: vehicle registration document) must also be issued, because the new number of the replacement registration certificate Part II must be entered in the registration certificate Part I.

### Requirements

Notification of theft or confirmation of loss

### What documents do I need?

- valid identity card, passport or electronic residence permit (eAT) as well as the original national passport of the applicant vehicle owner
- in case of representation with written power of attorney
  - Additionally: identity card or passport of the authorized person
- Registration certificate part I or vehicle registration document
- Confirmation of the theft report from the police, if applicable
- if necessary, affirmation in lieu of oath

when delivered to a notary

- valid identity card or passport
- valid test report on a general inspection

e.g. TÜV, DEKRA, GTÜ, KÜS, GTS, FSP

- Form notice of loss

signed by the principal in the case of representation

- Informal certificate of transfer of the registration certificate part II from the car dealership or commercial vehicle registration service to the owner, if the vehicle concerned is registered by the car dealership or a commercial vehicle registration service
- if registered to companies

additionally:

- Current and valid business registration and, if available, current and valid excerpt from the commercial register (also as a copy)
- Power of attorney, if the person authorized to dispose does not personally submit the application on site

## Procedure

An application for the issue of a registration certificate part II must be submitted to the registration authority in whose jurisdiction you are registered or have your commercial domicile.

Attention:

- If the registration certificate part II or the vehicle registration document is lost, the last holder of the document must generally appear in person at the registration authority. A representative can also be appointed with a written power of attorney.
- In the event of theft, it is advisable to submit a confirmation of the theft report from the police. The registration authority may require a declaration in lieu of an oath regarding the loss.

The loss of the original document will be published in the Verkehrsblatt. The replacement ZB II will be sent by post after approval.

## Legal bases

- [§ 5 Straßenverkehrsgesetz \(StVG\) \(Verlust von Dokumenten und Kennzeichen\)](#)
- [Gebührenordnung für Maßnahmen im Straßenverkehr \(GebOSt\)](#)
- [§ 14 Fahrzeug-Zulassungsverordnung \(FZV\)](#)

## How long does it take to process

about 2 to 3 weeks

## **What are the costs?**

depending on the transaction from 28.10 Euro to 58.80 Euro

30,70 EUR if necessary additionally for the acceptance of the insurance on oath instead of with the authority