

# Modify registration certificate II

## Competent Department

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

## Basic information

Personal changes (in the case of first and last names due to marriage or divorce, for example) must be changed in the registration certificates Part I and Part II.

## 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
- in case of change of address

it is not necessary to present the certificate of approval Part II.

BUT: If an old vehicle registration document is still available: this and the old vehicle registration document

- valid test report on a general inspection  
e.g. TÜV, DEKRA, GTÜ, KÜS, GTS, FSP

- 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

- Registration certificate part II (formerly: vehicle registration document)

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".

## Procedure

The change must be applied for at the authority either in person or by a third party with written power of attorney. The representative must present the power of attorney and also the identity card or passport.

The registration authority automatically passes on changes relevant to vehicle tax to the main customs office.

Attention:

If the vehicle was purchased or leased on credit and the financing bank or the lessor has received the vehicle title or the registration certificate part II as security, the financing provider must be asked to send the document to the registration authority for amendment and proof of the right of disposal. Only when the document has been received by the authority can the amendment be made.

The document remains on site until the amendment has been made or is recalled by the funding agency. In both cases, the document is then returned to the funding agency.

Note: In the event of a change of address (after a move within Bremen without a change of owner), the submission of the registration certificate Part II is not required.

## Legal bases

- [Gebührenordnung für Maßnahmen im Straßenverkehr \(GebOSt\)](#)
- [§ 15 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.

Old documents remain valid until it becomes necessary to issue new ones due to a change in information. It is not possible to have an old vehicle registration certificate and a new registration certificate part II or an old vehicle registration document with a new registration certificate part I at the same time.

In the event of a change of address within the registration district, a new registration certificate Part I will be issued. If the vehicle still has old vehicle documents, the new address can be entered once in the old vehicle registration certificate. If the address has already been changed once in the vehicle registration certificate, new papers must be issued.

Technical changes - if necessary - must also be entered. This also leads to a reissue of the registration certificate Part I and Part II. If the vehicle still has an old vehicle registration document, the changes generally lead to a reissue of the registration certificates Part I and Part II.

Attention:

The change must be reported by the owner of the vehicle. If the owner and keeper of the vehicle are different persons, the keeper is also obliged to report the change.

### **What deadlines must be paid attention to?**

The change must be made as soon as possible.

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

3,80 EUR If a new registration certificate Part II must also be issued.

12,30 EUR for the registration certificate Part I

Additional fees may apply in individual cases.