

Applying for a permit for the temporary export of cultural property to an EU Member State

If you wish to export cultural property less than 5 years old from Germany to a member state of the European Union (EU), you may require an export license.

Competent Department

- [Der Senator für Kultur, Referat 11 - Museen, Staatsarchiv Bremen, Landesarchäologie Bremen, Landesamt für Denkmalpflege, Obere Denkmalschutzbehörde, Kulturgutschutz](#)

Basic information

Cultural assets are of great importance for cultural understanding and for Germany's identity. They must be protected.

A permit for the temporary export of cultural goods to an EU member state is not required if

- you are the producer or creator of the cultural property and
- the cultural property is only temporarily located in Germany for up to 2 years.

However, a permit is required if

- the cultural property is permanently located in Germany.
- the cultural property exceeds certain age and value limits.
- you are the owner or an authorized third party. You can prove this with a so-called proof of provenance. This documents the origin of your object. Suitable evidence can be, for example
- Proof of purchase or other acquisition
 - purchase contracts
 - invoices
 - wills
- Insurance certificates
- Excerpts from auction and exhibition catalogs
- old photographs showing the work

An export is considered to be temporary if it is intended for a maximum period of 5 years.

Cultural goods are, for example

- works of art
- archaeological objects,
- archive material,

- manuscripts or
- antiques, such as
 - furniture,
 - musical instruments or
 - jewelry.

You can find out which objects count as cultural goods in Annex I of Regulation (EC) No. 116/2009. The increased age and value limits for exports to the European Union (EU) are listed in Section 24 (2) of the Cultural Property Protection Act (KGSG) and on the website of the Federal Government Commissioner for Culture and the Media.

The financial value of the cultural property is the price paid within the last 3 years for a purchase or sale, otherwise a justified domestic estimated value at the time of application.

If you require an export license, you can apply for this from the state authority of the federal state in which the cultural property is located.

Requirements

- The object to be removed is a cultural asset.
- The object to be removed exceeds the age and value limits defined in the Cultural Property Act.
- You are the owner of the cultural property or an authorized third party.
- You have submitted the required documents.

What documents do I need?

- at least one photo of the cultural asset to be exported in 9 x 12 cm format
- Proof of provenance
- optional:
 - Catalog
 - Catalog
 - Bibliography
 - Proof of value
 - further references

Procedure

You can apply for a permit for the temporary export of cultural property by post, online or hybrid.

If you wish to apply for the export permit in writing:

- Download the corresponding PDF form and fill it out.
 - Print out the PDF form once on one side.
 - The PDF contains 2 copies of the export license application.
 - Both copies must be completed.
 - Attach the necessary supporting documents to both copies.
 - If necessary, sign and stamp the copies in the specified places.
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- Send both copies and the relevant supporting documents by post to the competent authority.
- The competent authority will check your application and decide whether to issue the export license.
- If the decision is positive, the second copy will be provided with the license and sent back to you.
- Please carry this permit with you when exporting the cultural object.
- If the decision on your application is negative, you will receive a written notification with a statement of reasons and information on legal remedies.

If you wish to apply for the export license online:

- Call up the online service.
- Authenticate yourself with your BundID account (natural persons) or via My Company Account (organizations).
- Complete the online form and attach the required attachments.
- Submit the online form.
- Save the confirmation of submission provided for verification purposes.
- The remaining procedural steps are the same as the written procedure.
- An online decision is not yet possible.

If you wish to apply for the export license in hybrid form:

- Call up the online service.
- When you are asked for the identification method, click on "Without registration" and "Continue".
- Complete the online form.
- Submit the online form.
- Print the result PDF form once on one side in color.
- The PDF contains 2 copies of the export license application.
- Attach the missing documents to both copies.
- If necessary, sign and stamp the copies in the specified places.
- Send both copies and the corresponding supporting documents by post to the competent authority.
- The remaining procedural steps correspond to the written procedure.

Legal bases

- [§ 24 Absatz 1 Kulturgutschutzgesetz \(KGSG\)](#)
- [Verordnung \(EG\) Nummer 116/2009 des Rates vom 18. Dezember 2008 über die Ausfuhr von Kulturgütern \(kodifizierte Fassung\), \(Verordnung \(EG\) Nummer 116/2009\), Anhang I](#)

More information

- You also need an export license for the temporary export of cultural goods to third countries.
- Third countries are all countries that are not part of the European Union (EU).

Legal remedy:

- Objection or, if the administrative act has been issued by a supreme state authority, an action for annulment or an action to compel.
- Further information can be found in the information on legal remedies of the respective administrative act in the specific individual case.

What deadlines must be paid attention to?

There is no deadline.

How long does it take to process

10 days from receipt of the complete application documents.

What are the costs?

gebührenfrei