

## apply for a passport

In all BürgerServiceCenters, additional appointments for the coming days are released daily in the late afternoon hours. If you are unable to find a suitable appointment, please check this page again during this time slot.

The current legal requirements for passport photos can be found under "Further information" - "Notes on digital passport photos".

German citizens must carry a passport with them and present it on request when leaving or re-entering the Federal Republic of Germany. However, the holder of a valid German passport also fulfills his or her statutory identification obligation within Germany. In this respect, the passport replaces the identity card, although, unlike the latter, it does not contain the holder's address. The identity card, on the other hand, is only sufficient for domestic use, but not generally for entry into other countries - exceptions exist in particular for travel within the European Union (EU).

A passport can also be applied for for persons under the age of 18. You can find all information on this in our service description "Applying for a passport - for people under 18" (see: <https://www.service.bremen.de/sixcms/detail.php?gsid=bremen128.c.1156018.de>).

### Competent Department

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

### Basic information

The validity period of the passport depends on the age of the passport holder. Before the age of 24, the passport is valid for six years, and after the age of 24, for ten years. A temporary passport is valid for a maximum of one year.

Even before the expiry date, a passport or a temporary passport is invalid if it does not allow the identity of the holder to be established properly or if it has been altered or if entries are missing or, with the exception of information on the place of residence, are incorrect.

In general, passports are issued with 32 pages. For an additional fee, you can obtain a passport with 48 pages (for frequent travelers with additional pages for visa entries).

Note: Passports are produced centrally by the Bundesdruckerei in Berlin. Temporary passports are produced by the passport office.

It is not possible to change personal data (e.g. name after marriage) in the passport. In these cases, a new passport must be applied for if necessary.

When traveling to the USA or Canada, please note:

German citizens must also be in possession of an electronic entry permit for visa-free entry into the USA - in addition to a regular (machine-readable Bordeaux red) passport - which can be applied for via the electronic travel authorization systems of the USA or Canada.

## Requirements

- German citizenship

Important: This is a service under municipal responsibility. Therefore, in principle, you can only visit a service that is located at your (main) place of residence.

Exception: If an important reason is presented, the application for a passport must also be processed by a passport office that is not locally competent. A passport may only be issued with the authorization of the locally competent passport authority. In this case, the fee is doubled if this is done by a non-authorized authority at the instigation of the applicant.

## What documents do I need?

- Proof of identity  
e.g. identity card or old or invalid passport
- 1 QR code to retrieve a digital passport photo or take your photo directly at the BürgerServiceCenter

Please arrive 15 minutes before your appointment. Under "Further information" - "Notes on digital passport photos" you will find further important information.

- in the case of a change of name, a document or certificate from the registry office.

## Procedure

- The passport can only be applied for in person, as a handwritten signature is required at the time of application.

- You can have your new passport delivered directly to your home if you wish. You can find the requirements and further information on "Direct delivery" under "Further information" - "Direct delivery information sheet".
- All information on collecting your passport can be found under "Further information" - "Where can I find out more?" - "Collecting your ID card / passport / eID card".

## Legal bases

- [§ 6 Absatz 1 Passgesetz \(PassG\)](#)
- [§ 1 Passverordnung \(PassV\)](#)

## More information

Validity:

- for persons under 24 years of age: 6 years
- for persons aged 24 and over: 10 years

Taking fingerprints

- Since November 1, 2007, two fingerprints must always be taken of the applicant when applying for a new passport. The fingerprints are stored exclusively in the chip of the passport as an additional security feature.

For further information, please call (0421) 361-88660.

## How long does it take to process

6 to 8 weeks.

In the express process approx. 4 - 5 days.

## What are the costs?

70,00 EUR for persons over 24 years

37,50 EUR for persons under 24 years of age

6,00 EUR Photo costs (if no photo is transmitted by the photographer via a QR code brought along)

15,00 EUR additionally when using the direct shipping option

32,00 EUR in addition for express delivery

22,00 EUR additionally for the 48-page passport