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Ordnungsamt Lichtenberg

Bezirksamt Lichtenberg

Address

Große-Leege-Str. 103
13055 Berlin

Contact

Telephone: (030) 90296 - 4310
Fax: (030) 90296 - 4309
E-mail: ordnungsamt-zab@lichtenberg.berlin.de

Barrier-free access



Zugang von Hofseite / Parkplatz

[Explanation of symbols \(https://service.berlin.de/hinweise/artikel.2699.php\)](https://service.berlin.de/hinweise/artikel.2699.php)

Opening hours

Tuesday: 09.00-13.00
Thursday: 14.00-17.00

Changes in opening hours

telefonische Erreichbarkeit:

Mo. bis Fr. 06.00-21:30 Uhr
Oktober - April
....Sa. und So. 08.00-15:30 Uhr
Mai - September
....Sa. und So. 11.00-18:30 Uhr

Verkehrsanbindungen



Bus

0.1km [Große-Leege-Str./Bahnhofstr.](#)
256, N56
0.3km [Konrad-Wolf-Str./Gärtnerstr.](#)
256, 294, N56
0.3km [Leuenberger Str.](#)
294



Tram

0.2km [Oberseestr.](#)

M5

0.5km [Berlin, Freienwalder Str.](#)

M5

0.5km [Alt-Hohenschönhausen](#)

27, M5

Payment options

Barzahlung

Girocard (mit PIN)

Exhibition of persons - apply for permission

You require permission from the competent authority, if you wish to organise shows in which human beings are presented (such as table dancing or striptease events) on your premises, or if you wish to provide your premises for the organisation of such events.

No permission is required for presentations of an artistic or athletic nature.

Prerequisites

- **Personal reliability**
Reliability is verified based on various documents. The applicant must submit an excerpt from the Federal Central Criminal Register (certificate of good conduct) and an excerpt from the Commercial Central Register.
- **Suitability of rooms and location**
The premises used for the event must be suitable for the intended type and extent of use.

Documents required

- **Application for permission for showcasing human beings**
- **Identity document**
Identity card or other official identification document containing a photograph.
Residence permit, if the applicant is not an EU national
- **Certificate of good conduct for presentation to an authority**
(<https://service.berlin.de/dienstleistung/120926/>)
To verify personal reliability, an extract from the Federal Central Register (certificate of good conduct) is required for submission to an authority (document type O).
The information must not be older than three months.
- **Excerpt from the central business register for presentation to an authority**
(<https://service.berlin.de/dienstleistung/327835/>)
To verify personal reliability, information from the central business register is required for submission to an authority (document type 9).
The information must not be older than three months.
- **Ground plan**
Floor plans of the entire event premises including service space (ideally on a 1:100 scale)
- **Authorisation of use according to construction law**
Planning permit for the premises for use as an event location.
- **Up-to-date excerpt from the Trade Register**
(https://www.handelsregister.de/rp_web/welcome.xhtml)
Registered companies please submit a current excerpt from the commercial register when applying. Legal entities in the process of formation (GmbH, AG) must submit the articles of association.

Forms

- **Application for permission for showcasing human beings**
(https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehend-es-gewerbe/_assets/mdb-f123914-wi200_schaustellungen_von_personen_antrag_10_1984.pdf)

Fees

100,00 bis 1.500,00 Euro: je Aufwand

Legal basis

- **Trade Regulations (Gewerbeordnung (GewO)) § 33a Sec. 1**
(https://www.gesetze-im-internet.de/gewo/_33a.html)
- **Schedule of Administrative Fees (Verwaltungsgebührenordnung or VGebO)**
(https://gesetze.berlin.de/perma?a=VwGebO_BE)

More information

- **Privacy policy (Public Order Offices of Berlin)**
(https://www.berlin.de/formularverzeichnis/?formular=/wirtschaft/gewerberech/_assets/winr_105_merkblatt_dsgvo.pdf)

Hinweise zur Zuständigkeit

The permit must be applied for with the competent Public Order Office for the place the event is held.