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LEA, Zum Business Immigration Service (BIS)

Landesamt für Einwanderung (LEA)

Address

Fasanenstraße 85
10623 Berlin

Mailing address

Contact

Telephone: (030) 90269-5900

Fax: (030) 9028-3468

Internet:

<https://www.berlin.de/einwanderung/service/business-immigration-service/>

Contact form:

<https://www.berlin.de/einwanderung/service/business-immigration-service/>

Information on the address of this location

The postal address differs from the address of the location.

Therefore, please always send letters to: Landesamt für Einwanderung, Friedrich-Krause-Ufer 24, 13353 Berlin.

Barrier-free access



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

Opening hours

Verkehrsanbindungen

S-Bahn

0.2km [S+U Zoologischer Garten Bhf](#)

S3, S5, S7, S9

U-Bahn

0.3km [S+U Zoologischer Garten Bhf](#)

U9, U2

Bus

0.2km [S+U Zoologischer Garten/Jebensstr.](#)

245, M45, 100, 200, N2, N9

0.2km [Theater des Westens](#)

M49, X34

0.2km [Uhlandstr./Kantstr.](#)

M49

0.3km [Steinplatz](#)

245, M45, N2

0.3km [S+U Zoologischer Garten Bhf](#)

109, 110, N10, X10, N7X, M49, N9, X34, 100, 200, N2, 204, 245, 249,
M45, M46, N1, N26

0.3km [Hertzsallee](#)

100, 109, 110, 200, 204, 245, 249, M45, M46, M49, N1, N2, N9, N10,
N26, X10, X34



Train

0.3km [S+U Zoologischer Garten Bhf](#)

RE1, RE8, FEX, RE7, RB23, RE2

Payment options

Payment is not provided

Permanent settlement permit (general)

Granting of an permanent settlement permit according to various legal bases

The following cases of residence are subject to different requirements:

- persons recognised as being entitled to asylum and refugees
- foreign graduates of German universities
- family members of German nationals
- skilled workers and EU Blue Card holders
- children (older than 16)
- self-employed persons

Please refer to the services listed in the grey column on the right ("Related Services")

Prerequisites

- **Possession of a residence permit for 5 years**

The residence permit must be issued for

- cohabitation with a foreign member of the family,
- gainful employment,
- independent or freelance activities, or
- on humanitarian grounds.

If your residence permit has been issued on humanitarian grounds, periods of asylum proceedings may be counted. The periods in which you only hold a certificate of suspension of deportation do not count as periods of stay.

A permanent settlement permit cannot be issued to persons who hold a residence permit issued on humanitarian grounds pursuant to § 24, § 25 subs. 4 s. 1, § 25 subs. 4a s. 1 or § 25 subs. 4b s. 1 Aufenthaltsgesetz (AufenthG) [German Residence Act].

- **Sufficient knowledge of German**

(<https://www.europaeischer-referenzrahmen.de/sprachniveau.php>)

You must have an adequate command of the German language (level B 1 of the Common European Framework of Reference for Languages).

If you were in possession of either a residence permit or a residence authorisation on 31/12/2004, you only have to demonstrate basic knowledge of the German language (level A 1) to be granted a permanent settlement permit.

- **Basic knowledge of the legal and social system and living conditions in Germany**

- **Secured means of support from own income**

You may not receive social assistance benefits from a Jobcenter or the Social Welfare Office (e.g. citizen's benefit (Bürgergeld) or income support).

The proofs of income may also be provided by the spouse or same-sex partner in the event of marital or civil partnership cohabitation.

- **Old-age provision**

You must furnish proof of having paid compulsory or voluntary contributions to the statutory German Pension Fund for at least 60 months, or of

entitlement to comparable benefits by another insurance company.

The proofs of entitlement to pension schemes may also be provided by the spouse or same-sex partner in the event of marital or civil partner-ship cohabitation.

- **Sufficient health insurance**

Secured means of support include an adequate health insurance for you and the members of your family:

- If you have a statutory health insurance, you are adequately insured.
- If you have a private health insurance, please make sure that type and scope of your health insurance are adequate.
- For more information, please read the Leaflet on the Health Insurance (under "Forms").

- **No criminal record**

Even fines may prevent the granting of a permanent settlement permit.

- **Main residence in Berlin**

Documents required

- **Application**

Please file an informal written application. Please enclose with your application copies of the documents specified in the section "Documents required". You will either receive an invitation for a personal interview or a notification of charges.

- **Valid passport**

- **1 current biometric photo**

(https://www.berlin.de/labo/_assets/kraftfahrzeugwesen/foto-mustertafel.pdf)
35mm x 45mm, frontal shot with neutral facial expression and closed mouth, looking straight into the camera, light background

- **Proof of income**

Proof of sufficient resources to sustain oneself may also be provided by the spouse or same-sex partner (see "Prerequisites").

In the case of employees:

- contract of employment
- current certificate issued by the employer (not older than 14 days),
- salary statements for the last 6 months, and
- certificate issued by the pension insurance institution

In the case of freelancers and self-employed persons:

- completed audit report together with the documents listed therein, e.g. extract from the Commercial Register
- The audit report must be completed by a tax consultant, auditor or tax agent.
- last tax assessment notice

In the case of pensioners:

- notice of pension entitlement

In the case of disability or reduced ability to earn a living:

- notice of pension entitlement on account of disability or reduced ability

- to earn a living, or
- recent expert opinion by the German Federal Employment Agency [Bundesagentur für Arbeit], or
- qualified medical certificate

- **Health insurance**

- If you are covered by **statutory** health insurance, a current confirmation of health insurance coverage from your provider, or
- if you are insured with a **private** health insurance company, the policy and proof of contributions paid (e.g. statements of account).

- **Lease or proof of home ownership**

Proofs of living space and of monthly rent or cost of housing of own property (house or apartment) have to be supplied.

- **Certificates showing participation in the integration course (if available)**

- "Integration Course Certificate" about the successful participation in the integration course
- Certificate of the results obtained in the final tests

The certificates facilitate the examination of the application. You can furnish proof of an adequate command of the German language as well as of your basic knowledge of the legal and social system, but also other things when appearing in person.

- **Old-age provision**

- Pension information notice issued by the German Pension Fund, or
- proof of entitlement to comparable benefits by another insurance or pension institution

The proofs of entitlement to pension schemes may also be provided by the spouse or same-sex partner.

- **Proof of the receipt of other benefits**

Do you receive any child benefit, child benefit supplement, parental benefit, care benefit or similar benefits?

If yes, please submit proof thereof (e.g. notice).

- **Proof of main residence in Berlin**

- Bescheinigung über die Anmeldung der Wohnung oder
- Mietvertrag und Einzugsbestätigung des Vermieters

Mehr zum Thema im Abschnitt „Weiterführende Informationen“

Forms

- **Audit report form (Prüfungsbericht) for entrepreneurs, self-employed persons and freelancers**

(https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_assets/pruefungsbericht_bis.docx)

- **Leaflet "Health insurance"**

(https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_assets/mdb-f131960-labo_4326_merkblatt_krankenversicherungsschutz_05.13__engl._.pdf)

Fees

In principle, the obligation to pay the processing fees arises as soon as an application is received. A repayment is not possible even if the application is

withdrawn if the substantive processing has already begun (examination of the necessary residence times and/or examination of the documents sent or sending an appointment for an interview). The fees are:

- EUR 113.00 (EUR 56.50 upon receipt of application and EUR 56.50 upon grant)

For Turkish nationals:

- EUR 22.80: up to the age of 24 (EUR 11.40 upon receipt of application and EUR 11.40 upon grant)
- EUR 37.00: from the age of 24 (EUR 18.50 upon receipt of application and EUR 18.50 upon grant)

Legal basis

- **Section 9 para. 2 Aufenthaltsgesetz - AufenthG**
(http://www.gesetze-im-internet.de/englisch_aufenthg/englisch_aufenthg.htm#p0125)
- **Section 26 para. 4 Aufenthaltsgesetz - AufenthG**
(http://www.gesetze-im-internet.de/englisch_aufenthg/englisch_aufenthg.htm#p0705)

More information

- **Certificate of registration at the main residence (Meldebestätigung)**
(<https://service.berlin.de/dienstleistung/120686/>)
- **Example: confirmation of occupancy from the landlord**
(https://www.berlin.de/formularverzeichnis/?formular=/labo/zentrale-einwohnerangelegenheiten/_assets/mdb-f402544-20161102_wohnungsgeberbestaetigung.pdf)

Hinweise zur Zuständigkeit

This service can only be taken advantage of in the Berlin Immigration Office (Landesamt für Einwanderung – LEA) at Friedrich-Krause-Ufer.