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Berlin Immigration Office, Friedrich-Krause-Ufer

Landesamt für Einwanderung (LEA)

Address

Friedrich-Krause-Ufer 24
13353 Berlin

Contact

Telephone: (030) 90269-4000

Fax: -

Internet: <https://www.berlin.de/einwanderung/en>

Contact form: <https://www.berlin.de/einwanderung/en>

Barrier-free access



Elevators in the houses A and C

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

Opening hours

Monday: 7:00 a.m. to 2:00 p.m. (by appointment only)
Tuesday: 7:00 a.m. to 2:00 p.m. (by appointment only)
Wednesday: 8:00 a.m. to 2:00 p.m. (by appointment only)
Thursday: 9:00 a.m. to 5:00 p.m. (by appointment only)
Friday: 8:00 a.m. to 12:00 p.m. (by appointment only)

Verkehrsanbindungen

S-Bahn

0.7km [S+U Westhafen](#)
S41, S42

U-Bahn

0.6km [U Amrumer Str.](#)
U9
0.8km [S+U Westhafen](#)
U9

Bus

0.3km [Quitowstr.](#)
123, M27
0.3km [Perleberger Brücke](#)
123, 142, M27, N40

Additional information

- Payments are also possible by credit card (VISA, Mastercard and Maestro).
- Photo booth and copier (charge) are located at the cashier (house A, first floor).

Residence permit for a freelance employment

- Issuance

A residence permit **may** be issued for a freelance occupation if it is expected to have a positive economic or cultural impact.

Freelance occupations include, for example, artists, writers, language teachers and self-employed doctors, engineers, auditors, interpreters or architects.

Prerequisites

- **Freelance employment**

It must be a self-employed academic, artistic, literary, teaching, educational or other self-employed professional occupation in accordance with s. 18 (1) Income Tax Act (see section "Further Information").

- **Adequate pension plan (only if you have already completed the 45th year of life)**

The following applies to 2024:

Perspectively, at the age of 67, you must have

- either a monthly pension of 1,503.34 euros (for at least 12 years)
- or an asset amount of 216,481.00 euros.

Proof of a pension plan is not required for these nationalities: Dominican Republic, Indonesia, Japan, Philippines, Sri Lanka, Turkey and the United States of America

(Note: An adequate pension is always necessary for the issuance of a permanent settlement permit - regardless of age or nationality.)

- **Main residence in Berlin**
- **Personal appearance by appointment is required**

Documents required

- **Form "Antrag auf Erteilung eines Aufenthaltstitels" (Application for Issuance of a Residence Permit)**

Only required for first-time application

- **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

- **Revenue forecast**

see section "Forms"

- **Regarding artists and language teachers: Proof of other regular income**

E.g. own assets, regular transfers from dependent parents, submission of a declaration of obligation by a solvent third party

- **If you want to work on a fee basis: Letter of intent for the collaboration**

Submission of at least two declarations of intent (with information on type, scope and description of the occupation)

- **Fee contracts**

- **Resume / Curriculum vitae**

Details of professional career, qualification certificates, diploma, references/sponsors

- **Professional permit**

If a permit is required for the freelance occupation, e.g. a license to practice law (original)

- **Health insurance**

Proof of a secure livelihood must also include sufficient health insurance. Those with statutory health insurance are sufficiently insured. Those with private health insurance must consider the type and extent of their health insurance. For more information, please read the leaflet "Health insurance" (see section "More information").

- **Lease or proof of home ownership**

Original

- **Rental cost / expenses for property**

Proof of the monthly rental costs (e.g. current account statement) or costs of the inhabited property; in each case in original form

- **Adequate pension plan (only if you have already completed the 45th year of life)**

You can provide evidence of adequate retirement benefits (see section "Prerequisites") by:

- an offer from a private pension or life insurer,
- own assets,
- acquired pension rights or
- operating assets

- **Proof of main residence in Berlin**

- Certificate of registration at the main residence (Meldebestätigung) or
- lease and written confirmation of occupancy from the landlord

More on the topic in the section "More information"

Forms

- **Antrag auf Erteilung eines Aufenthaltstitels (Application for Issuance of a Residence Permit) - in German, English, French, Italian**
(https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_assets/lea-agen1-antrag_engl_frz_ital-112021.pdf)

- **Antrag auf Erteilung eines Aufenthaltstitels (Application for Issuance of a Residence Permit) - in German, Greek, Turkish, Vietnamese**
(https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_assets/lea-agen2-antrag_griech_tuerk_viet-112021.pdf)

- **Antrag auf Erteilung eines Aufenthaltstitels (Application for Issuance of a Residence Permit) - in German, Spanish, Portuguese, Russian**
(https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_assets/lea-agen3-antrag_span_port_russ-112021.pdf)

- **Antrag auf Erteilung eines Aufenthaltstitels (Application for Issuance of a Residence Permit) - in German, Serbian, Bosnian**
(https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_assets/lea-agen4_-antrag_serb_bos-112021_final.pdf)

- **Revenue forecast**

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

Fees

- 100.00 euros

Turkish nationals (for first issuance as well as for extension)

- Up to the age of 24 years: 22.80 euros
- From the age of 24 years: 37.00 euros

Legal basis

- **Aufenthaltsgesetz (AufenthG) § 21 Abs. 5**
(https://www.gesetze-im-internet.de/englisch_aufenthg/englisch_aufenthg.html#p0621)

Average time to process request

Around 5–6 weeks

A personal visit four to six weeks before the existing temporary residence title expires is best. If possible you should book an appointment for this.

More information

- **Definition of the freelance-employed person according to s. 18 Income Tax Act**
(https://www.gesetze-im-internet.de/estg/_18.html)
- **Leaflet "Health insurance"**
(https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_assets/mdb-f131960-labo_4326_merkblatt_krankenversicherungsschutz_05.13_engl_.pdf)
- **Bescheinigung über die Anmeldung einer Wohnung (Meldebestätigung) (Dienstleistung)**
(<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)
- **Niederlassungserlaubnis für Freiberufliche (Dienstleistung)**
(<https://service.berlin.de/dienstleistung/121864/standort/121885/en/>)