

Guide to Registering for Participation in the European Elections

Please note: this guide uses the small numbers in circles on the left side of the form for orientation. Where possible, numbers with letters (ie: 2a) have been entered into fields where you will need to write something in. Please enclose all pages of the original printed form with your signature and submit it to the district elections office for the district in which you live. The addresses of the district election offices are found at the end of this guide. Please note: This is not an official or certified translation so we can not be held responsible for errors or misunderstandings.

1 Application for Union citizens

for entry in the electoral roll for the 2019 European elections
pursuant to § 17a (2) of the European Elections Code

2 (An die Gemeindebehörde) Enter the address of the district elections office for the district in which you live, ie Pankow, Friedrichshain-Kreuzberg, etc. The addresses of the relevant Berlin district offices are found at the end of this document. If you live outside of Berlin, please look up the address of your town/district office (Wahlamt).

The instructions to the right tell you to fill the form out in BLOCK letters or to fill it out electronically and then print it and submit the original form, with signature. When indicating an option using a box, please mark the relevant box with an X (not a tick mark).

2a Surname (last name), First name

2b Sex (ie, Male, Female, Diverse)

2c Date of birth (fill in numerically in the boxes to the right): Day / Month / Year

2d Place of birth

3 Ich bin im Besitz eines // I am in possession of a (mark an X in the appropriate box)

- valid identity document (ie, national identity card)

- passport

3a ID-Number

3b Issued on (ie, date of issuance)

3c by (issuing authority)

3d most recently extended on

3e by (issuing/extending authority)

3f E-mail (for follow-up questions)

4 I assure to the local authority under oath that:

5 I possess citizenship of the following member state of the European Union: (free entry)

6 My current (main) place of residence in the Federal Republic of Germany (Street, House number, postal code, city)

7 Prior to my moving here, my most recent address in my country of origin where I was registered to vote was in the following locality (municipality/city)/following electoral district:

7a from (date) 7b until (date)

7c Locality (municipality/city)/Electoral district name

7d and I moved away on (date of de-registration)

8 Additional information as required by your country of origin (see appendix)

Choose one: I am already 18 years old (Ich habe das 18. Lebensjahr vollendet.) **OR**

I will have turned 18 by the date of the election. (Ich werde das 18. Lebensjahr bis zum Wahltag vollenden.)

9 I am NOT excluded from the active right to vote in my country of origin.

10 On the date of the election, I will have been resident in the Federal Republic of Germany or in the other member states of the European Union. *)

11 I am not participating in the European Parliamentary Elections in any other member state of the European Union and have not already submitted another voter registration form to vote in the European Parliamentary Elections in the Federal Republic of Germany.

12 I am aware, in the event that this application leads to a registration in the electoral rolls and all other electoral requirements are fulfilled, that I will be automatically entered by the local authorities into the voter rolls for future European parliamentary elections.

13 I am aware that it is a criminal offense for anyone who by misrepresentation obtains entry into the electoral roll or votes without authorisation or attempts to vote without authorisation.

I will therefore immediately withdraw this application from the local authority or inform the local authority accordingly and abstain from voting if I should no longer be a citizen of a member state of the European Union by the date of this European election or a future European election, or if I should be excluded from voting or should I no longer have a dwelling or have any other residence status in the Federal Republic of Germany.

13a Date, Signature of the applicant (First Name and Surname)

14 I assure the local authority under oath that I assisted the applicant in filling out this form **as a helper** and that the information supplied is to my knowledge truthful.

14a Date, signature of the **helper** (First Name and Surname)

(NB: only necessary if someone filled out the application for you)

*) The three-month period shall be counted as a consecutive stay in the said areas. Time in the United Kingdom of Great Britain and Northern Ireland after the date on which the treaties on European Union no longer apply under Article 50 (3) TEU shall not be taken into account.

The second page of the application is for the local authority to fill out.

The third and fourth pages (MERKBLATT) provide additional information that may be necessary to fill out the form completely and correctly. The individual points are summarized here (ie, this is not a complete translation) and correspond to the numbered circles found in the application form.

1. Application for entry into the voter rolls

This point makes clear that EU citizens are entitled to participate in the European elections in Germany when they have a registered residence within Germany. This registration takes place via written application (ie, this form), **which must be submitted in original with signature no later than 21 days prior to the election date** (ie, must have arrived at the district elections office by no later than 5 May 2019, for the 2019 European elections.)

2. You must submit the form to the elections office in the district/municipality in Germany in which you have your **primary registered residence**.

For EU citizens who normally reside in the Federal Republic of Germany without having a registered dwelling, and for seafarers, special provisions apply in accordance with § 17a (3) of the European Elections Code (EuWO).

3. Entries for ONE document only.
4. Entry into the electoral register is only made if the eligibility of the applicant to participate in the European elections has been proven. To do this, the pre-printed assurance must be given under oath. The criminal liability of a wrongly given assurance under oath is pointed out. If one of the eligibility requirements elapses by this or a future election day, or does not apply on election day, the application must be withdrawn or the local authority informed.
5. Citizenship of the member state of origin of the European Union.
6. EU citizens not registered under an address within Germany, see point 2.
7. Indicate the local authority (municipality/city)/electoral district of the home Member State where the voter was last registered, as well as when the voter left the home Member State and where the voter then moved to.
8. In accordance with Art. 13 of guideline 93/109/EG, the Member States exchange the information necessary to ensure that EU citizens do not participate in the European elections in more than one place. Some Member States require special information for this purpose. The necessary information by home Member State are as follows:

Austria: none

Belgium: ID-card/national number (please also indicate here even when identical to point 3)

Bulgaria: ID-card/national number (please also indicate here even when identical to point 3);

Bulgarian 10-digit identification number

Croatia: none

Cyprus: ID-card/national number (please also indicate here even when identical to point 3);

voter number

Czech Republic: none

Denmark: ID-card/national number (please also indicate here even when identical to point 3)

Estonia: ID-card/national number (please also indicate here even when identical to point 3)

Finland: ID-card/national number (please also indicate here even when identical to point 3)

France: none

Greece: none

Hungary: ID-card/national number (please also indicate here even when identical to point 3)

Ireland: none

Italy: none

Latvia: ID-card/national number (please also indicate here even when identical to point 3)

Lithuania: ID-card/national number (please also indicate here even when identical to point 3)

Luxembourg: none

Malta: ID-card/national number (please also indicate here even when identical to point 3)

Netherlands: none

Poland: ID-card/national number (please also indicate here even when identical to point 3);
name of father and mother

Portugal: ID-card/national number (please also indicate here even when identical to point 3);
voter number; name of father and mother

Romania: ID-card/national number (please also indicate here even when identical to point 3)

Slovakia: none

Spain: ID-card/national number (please also indicate here even when identical to point 3);
second surname (apellido materno)

Sweden: Swedish 12-digit personal registration number

United Kingdom: none (Note: this entry no longer applies should the United Kingdom no longer be a Member State of the European Union on the date of the European elections.)

9. EU citizens who have lost the right to vote in their home Member State as a result of a civil or criminal legal decision are excluded from participating in European parliamentary elections.

10. In addition to the Federal Republic of Germany, the following countries are currently Member States of the European Union: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Spain, Sweden, United Kingdom (this may cease to be the case following the issuing of an Article 50 intention to leave the European Union, should the Treaties of European Union no longer apply to the United Kingdom on the date of the European parliamentary elections.)

11. It is not possible to submit multiple votes in the European parliamentary elections. If you choose to register and vote in the European elections in Germany, you may not participate in the same elections in your home Member State. The Member States exchange information on voters in order to ensure this does not occur.

12. Automatic registration (ex officio) in future European elections takes place in accordance with § 17b of the European Electoral Code (EuWO). Citizens of the European Union can apply in writing to the competent local authority for elections to the European Parliament NOT to be kept in the electoral roll no later than 21 days before the election. (in 2019: 5 May) This request applies to all future elections to the European Parliament until the EU citizen applies again for entry in the electoral roll. After moving abroad and re-entering the Federal Republic of Germany, a renewed application for registration in the electoral roll is required.

13. By signing, the applicant assures the correctness of the information provided. Voters who are illiterate or unable to complete the application and the oath by themselves because of a physical disability can use the help of another person. This person also has to sign the application and the affirmation of oath instead. The helper must be at least 16 years old. See also the explanations under 14.

14. If the voter makes use of the help of another person for the reasons listed in point 13, this helping person must sign an affirmation of oath. It is a legal offense to provide false information under oath.

District Election Offices (Bezirkswahlamt) for the districts of Berlin

Bezirksamt **Charlottenburg-Wilmersdorf** von Berlin

- Bezirkswahlamt -
Otto-Suhr-Allee 100
10585 Berlin

Bezirksamt **Friedrichshain-Kreuzberg** von Berlin

- Bezirkswahlamt -
Frankfurter Allee 35/37
10247 Berlin

Bezirksamt **Lichtenberg** von Berlin

- Bezirkswahlamt -
Egon-Erwin-Kisch-Str. 106
13059 Berlin

Bezirksamt **Marzahn-Hellersdorf** von Berlin

- Bezirkswahlamt -
Kurt-Weill-Gasse 7
12627 Berlin

Bezirksamt **Mitte** von Berlin

- Bezirkswahlamt -
Müllerstr. 146
13353 Berlin

Bezirksamt **Neukölln** von Berlin

- Geschäftsstelle Wahlen -
Karl-Marx-Str. 83
12040 Berlin

Bezirksamt **Pankow** von Berlin

- Bezirkswahlamt -
Breite Straße 24a – 26
13187 Berlin

Bezirksamt **Reinickendorf** von Berlin

- Bezirkswahlamt -
Teichstr. 65, Haus 1, 1. OG
13407 Berlin

Bezirksamt **Spandau** von Berlin

- Bezirkswahlamt -
Carl-Schurz-Straße 2/6
13597 Berlin

Bezirksamt **Steglitz-Zehlendorf** von Berlin

- Bezirkswahlamt -
Kirchstr. 1/3
14163 Berlin

Bezirksamt **Tempelhof-Schöneberg** von Berlin

- Bezirkswahlamt -
John-F.-Kennedy-Platz
10820 Berlin

Bezirksamt **Treptow-Köpenick** von Berlin

- Bezirkswahlamt -
Alt-Köpenick 21
12555 Berlin