Guide for the broadcasting fee (Rundfunkbeitrag)





- You must register for the broadcasting fee after your arrival, and you must deregister when leaving Germany.
- Only one resident per household needs to register for the fee.
- The current fee is 18,36 € per month per household.
- For detailed information about the broadcasting fee click <u>here</u>.

How to register for the broadcasting fee

You can register for the broadcasting fee either online (please see step-by-step guide below) or you register by filling in the form which you will receive from the *ARD*, *ZDF*, *Deutschlandradio Beitragsservice* after your registration with the Residents' Registration Office.

STEP 1

Click <u>here</u> to open the form for the online registration. The form is unfortunately only available in German.

STEP 2

Fill in your personal details (first name, surname, date of birth, address, etc.). You can fill in a phone number and email address, but it is not mandatory.

Persönliche Daten: PLZ * ZIP Code Ort * Town Pflichtfelder sind mit * gekennzeichnet. Mandatory fields are marked with * 40225 Düsseldorf Sie sind bereits mit einer Wohnung angemeldet? * Are you already registered with a flat? Straße * Street Hausnummer * House number O Ja Nein Test street 100 Anrede * Title Adresszusatz Additional address information Frau Miss Herr keine Angabe Room 200 Für etwaige Rückfragen: Vorname * First name Telefonnummer Phone number Test Nachname * Surname E-Mail-Adresse Test test@test.com Geburtsdatum * Date of birth 1999 Weiter

Click on "weiter" to continue.

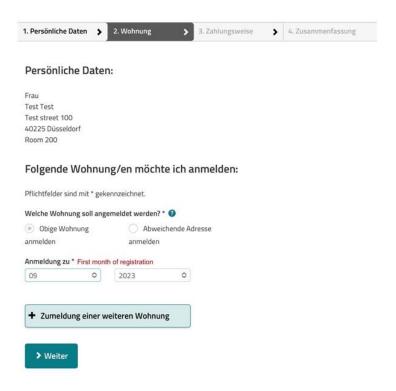
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STEP 3

Now you must select "obige Wohung anmelden" (register the flat above) and fill in the month in which you have moved into the flat.

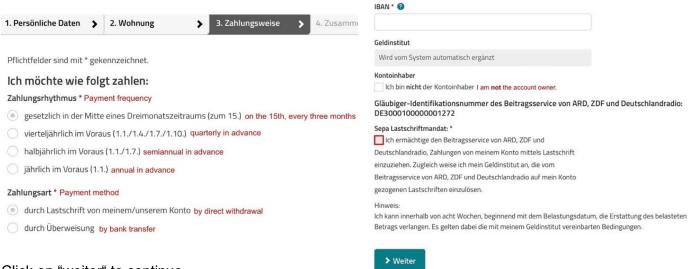


Click on "weiter" to continue.

STEP 4

At this step you can choose the payment frequency and payment method that fits you the most. If you choose direct debit, you must fill in your IBAN and BIC. You also must accept the SEPA direct debit mandate by ticking the box.

If this is not your bank account (e.g. a parent's account) you have to tick the box below "Kontoinhaber" and fill in in the name of the account holder.



Click on "weiter" to continue.

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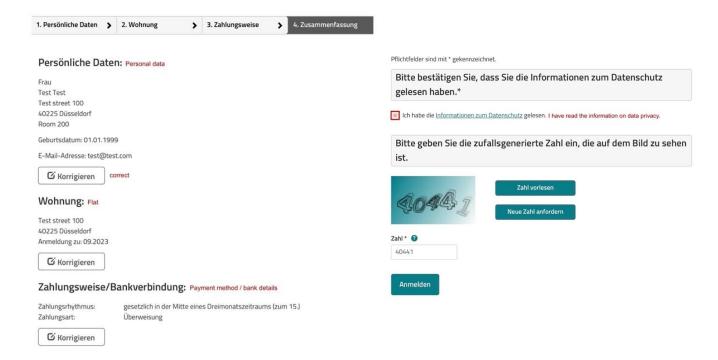




STEP 5

Now you need to check all your details and correct them if necessary. Afterwards you must accept the information on data privacy by ticking the box and fill in the numbers that are shown in the picture.

Submit the form by clicking on the button "Anmelden".



IMPORTANT NOTE:

Only <u>one person per household</u> needs to register for the broadcasting fee. <u>If you live in a shared flat</u>, check with your flat mates if someone is already paying the fee. To avoid paying double, you will need to inform the *ARD*, *ZDF*, *Deutschlandradio Beitragsservice* that your flat is already registered for the broadcasting fee.

To do so please fill in this form. Have the following information/documents ready:

- The name of your flat mate who is already registered for the broadcasting fee.
- The "Beitragsnummer" (contribution number) and the "Aktenzeichen" (reference number) of your flat mate (both is written in the letter which he/she received from the ARD, ZDF, Deutschlandradio Beitragsservice).
- Your "Postleitzahl" (zip code of your flat)
- Your confirmation about the registration with the city ("Meldebescheinigung").