Guide through the Dresden Town Hall

General Information

City of Dresden
Town Hall Dresden
Dr.-Külz-Ring 19
01067 Dresden

Post address for all Departments and Offices
City of Dresden
Department/Office
PO box 12 00 20
01001 Dresden

Office hours
Monday and Friday 9 a.m. to 5 p.m.
Tuesday and Thursday 9 a.m. to 6 p.m.
Wednesday closed
Some office hours are individual organized.

Appointed Officers

Equality Officer
Dr. Alexandra-Kathrin Stanislaw-Kemenah
Phone .................................. 4 88 28 13
Fax ..................................... 4 88 31 09
gleichstellungsbetreuung@dresden.de

Officer for Integration and Foreign Citizens Affairs
Kristina Winkler
Phone .................................. 4 88 21 31
Fax ..................................... 4 88 21 33
auslaenderbeauftragte@dresden.de

Officer for Disabled Citizens Affairs
Dr. Alexandra-Kathrin Stanislaw-Kemenah
(acting)
Phone .................................. 4 88 27 75
Fax ..................................... 4 88 27 76
behindertenauslaenderbeauftragte@dresden.de

Department of Education and Youth

Deputy Mayor Hartmut Vorjohann
Dr.-Külz-Ring 19
01067 Dresden
Phone .................................. 4 88 22 03
Fax ..................................... 4 88 29 19
gb-finanzamt@dresden.de

Schools Administration Office
Falk Schmidtgen
Fiedlerstraße 30
01307 Dresden
Hoyerswerdaer Straße 3
01099 Dresden
Phone .................................. 4 88 92 01
Fax ..................................... 4 88 92 03
schulverwaltungsamt@dresden.de

Youth Affairs Office
Claus Lippmann
Dr.-Külz-Ring 19
01067 Dresden
Phone .................................. 4 88 47 40
Fax ..................................... 4 88 46 03
jugendamt@dresden.de

Municipal Utility: Children’s Day-Care Facilities
Sabine Bibas
Dr.-Külz-Ring 19
01067 Dresden
Phone .................................. 4 88 51 52
Fax ..................................... 4 88 50 23
kindertageseinrichtungen@dresden.de

Central and Personnel Office
Lucia Wecker
Dr.-Külz-Ring 19
01067 Dresden
Phone .................................. 4 88 28 99/24 22
Fax ..................................... 4 88 29 43
haupt-und-personalamt@dresden.de

Municipal Utility: IT Services
Prof. Dr. Michael Breidung
St. Petersburger Straße 9
01069 Dresden
Phone .................................. 4 88 45 01
Fax ..................................... 4 88 45 03
ebit@dresden.de

City Treasurer’s Office
Cornelia Möckel
Ostra-Allee 11
01067 Dresden
Phone .................................. 4 88 23 78
Fax ..................................... 4 88 20 81
stadtkaemmerer@dresden.de

City Tax and Cash Office
Thomas Weihermüller
Dr.-Külz-Ring 19
01067 Dresden
Phone .................................. 4 88 24 96
Fax ..................................... 4 88 28 98
steuer-stadtkassenamt@dresden.de

Legal Office
Martin Weber
Grunaer Straße 2
01067 Dresden
Phone .................................. 4 88 95 01
Fax ..................................... 4 88 95 03
rechtsamt@dresden.de

Municipal Utility: Sports Facilities
Ralf Gabriel
Freiberger Straße 31
01067 Dresden
Phone .................................. 4 88 16 01
Fax ..................................... 4 88 16 03
sport@dresden.de

European and international affairs group
Phone .................................. 4 88 21 40
Fax ..................................... 4 88 21 46
europa@dresden.de

Economic Development Office
Dr. Robert Franke
Ammonstraße 74, 01067 Dresden
Phone .................................. 4 88 87 01
Fax ..................................... 4 88 87 03
wirtschaftsfoerderung@dresden.de

Appointed Officers

Equality Officer
Dr. Alexandra-Kathrin Stanislaw-Kemenah
Phone .................................. 4 88 28 13
Fax ..................................... 4 88 31 09
gleichstellungsbetreuung@dresden.de

Officer for Integration and Foreign Citizens Affairs
Kristina Winkler
Phone .................................. 4 88 21 31
Fax ..................................... 4 88 21 33
auslaenderbeauftragte@dresden.de

Officer for Disabled Citizens Affairs
Dr. Alexandra-Kathrin Stanislaw-Kemenah
(acting)
Phone .................................. 4 88 27 75
Fax ..................................... 4 88 27 76
behindertenauslaenderbeauftragte@dresden.de

Department of Finances, Personnel and Legal Affairs

Deputy Mayor Dr. Peter Lames
Dr.-Külz-Ring 19, 01067 Dresden
Phone .................................. 4 88 95 01
Fax ..................................... 4 88 95 03
gb-finanzamt@dresden.de

Central Procurement Office
Peter Krones
An der Kreuzkirche 6, 01067 Dresden
Phone .................................. 4 88 37 70
Fax ..................................... 4 88 37 73
zentralevergabebuero@dresden.de

Department of Finances, Personnel and Legal Affairs

Deputy Mayor Dr. Peter Lames
Dr.-Külz-Ring 19, 01067 Dresden
Phone .................................. 4 88 95 01
Fax ..................................... 4 88 95 03
gb-finanzamt@dresden.de

Central Procurement Office
Peter Krones
An der Kreuzkirche 6, 01067 Dresden
Phone .................................. 4 88 37 70
Fax ..................................... 4 88 37 73
zentralevergabebuero@dresden.de

European and international affairs group
Phone .................................. 4 88 21 40
Fax ..................................... 4 88 21 46
europa@dresden.de

Economic Development Office
Dr. Robert Franke
Ammonstraße 74, 01067 Dresden
Phone .................................. 4 88 87 01
Fax ..................................... 4 88 87 03
wirtschaftsfoerderung@dresden.de

Appointed Officers

Equality Officer
Dr. Alexandra-Kathrin Stanislaw-Kemenah
Phone .................................. 4 88 28 13
Fax ..................................... 4 88 31 09
gleichstellungsbetreuung@dresden.de

Officer for Integration and Foreign Citizens Affairs
Kristina Winkler
Phone .................................. 4 88 21 31
Fax ..................................... 4 88 21 33
auslaenderbeauftragte@dresden.de

Officer for Disabled Citizens Affairs
Dr. Alexandra-Kathrin Stanislaw-Kemenah
(acting)
Phone .................................. 4 88 27 75
Fax ..................................... 4 88 27 76
behindertenauslaenderbeauftragte@dresden.de

Department of Education and Youth

Deputy Mayor Hartmut Vorjohann
Dr.-Külz-Ring 19
01067 Dresden
Phone .................................. 4 88 22 03
Fax ..................................... 4 88 29 19
gb-finanzamt@dresden.de

Schools Administration Office
Falk Schmidtgen
Fiedlerstraße 30
01307 Dresden
Hoyerswerdaer Straße 3
01099 Dresden
Phone .................................. 4 88 92 01
Fax ..................................... 4 88 92 03
schulverwaltungsamt@dresden.de

Youth Affairs Office
Claus Lippmann
Dr.-Külz-Ring 19
01067 Dresden
Phone .................................. 4 88 47 40
Fax ..................................... 4 88 46 03
jugendamt@dresden.de

Municipal Utility: Children’s Day-Care Facilities
Sabine Bibas
Dr.-Külz-Ring 19
01067 Dresden
Phone .................................. 4 88 51 52
Fax ..................................... 4 88 50 23
kindertageseinrichtungen@dresden.de

www.dresden.de/amtsblatt
Children’s Day-Care Office
Sabine Bibas
Dr.-Külz-Ring 19
01067 Dresden
Phone ................................... 4 88 51 30
Fax ..................................... 4 88 50 03

Department of Public Order and Security
First Deputy Mayor Detlef Sittel
Dr.-Külz-Ring 19
01067 Dresden
Phone ................................... 4 88 22 61
Fax ..................................... 4 88 23 92
geschaeftsberich-ordnung-sicherheit@dresden.de

Public Order Office
Ralf Lübs
Theaterstraße 11
01067 Dresden
Phone ................................... 4 88 63 00
Fax ..................................... 4 88 63 03
ordnungsamt@dresden.de

Citizens Office
Ingrid van Kaldenkerken
Theaterstraße 6
01067 Dresden
Phone ................................... 4 88 64 00
Fax ..................................... 4 88 64 03
buengeramt@dresden.de

Veterinary & Food Inspection Office
Kerstin Normann
Burkersdorfer Weg 18
01189 Dresden
Phone ................................... 4 08 10 10
Fax ..................................... 4 08 13 13
veterinaeramt@dresden.de

Fire & Civil Protection Office
Andreas Rümpel
Scharfenberger Straße 47
01139 Dresden
Phone ................................... 8 15 52 50
Fax ..................................... 8 15 52 53
feuerwehr@dresden.de

District Offices, Municipalities and Citizen Bureaus see pages 4 to 6.

Department of Culture and Tourism
Second Deputy Mayor
Annekatrin Klepsch
Königstraße 15
01097 Dresden
Phone ................................... 4 88 89 00
Fax ..................................... 4 88 89 03
geschaeftsberich-kultur@dresden.de

Office of Culture and Monument Preservation
Manfred Wiemer
Königstraße 15
01097 Dresden
Phone ................................... 4 88 20 20
Fax ..................................... 4 88 20 23
kultur-denkmalsschutz@dresden.de

Municipal Libraries
Prof. Dr. Arnd Flemming
Schoßstraße 2
01067 Dresden
Phone ................................... 8 64 81 01
Fax ..................................... 8 64 81 02
mail@ibibo-dresden.de

Museums of the City of Dresden
Dr. Gisbert Porstmann
Wilhelmsbrücke 2
01067 Dresden
Phone ................................... 4 88 73 01
Fax ..................................... 4 88 73 03
sekretariat@museen-dresden.de

City Archive
Thomas Kübler
Elisabeth-Boer-Straße 1
01099 Dresden
Phone ................................... 4 88 15 00
Fax ..................................... 4 88 15 03
stadtarchiv@dresden.de

Department of Employment, Social Affairs, Health and Housing
Deputy Mayor
Dr. Kristin Claudia Kaufmann
Dr.-Külz-Ring 19
01067 Dresden
Phone ................................... 4 88 28 00
Fax ..................................... 4 88 22 82
geschaeftsberich-soziales@dresden.de

Social Security Office
Dr. Susanne Cordts
Junghansstraße 2
01277 Dresden
Phone ................................... 4 88 48 60
Fax ..................................... 4 88 48 28
sozialamt@dresden.de

Public Health Office
Jens Heilmann
Georgstraße 4
01097 Dresden
Phone ................................... 4 88 53 00
Fax ..................................... 4 88 53 03
gesundheitsamt@dresden.de

Municipal Utility: Dresden City Hospitals
Administrative director
Jürgen Richter
Friedrichstraße 41
01067 Dresden
Phone ................................... 4 80 30 00
Fax ..................................... 4 80 30 09
info@khdf.de

Department of Urban Development, Construction, Transport and Real Estate
Deputy Mayor
Raoul Schmidt-Lamontain
Freiberger Straße 39
01067 Dresden
Phone ................................... 4 88 42 40
Fax ..................................... 4 88 42 43
geschaeftsberich-stadtentwicklung@dresden.de

Urban Planning Office
Stefan Szuggat
Freiberger Straße 39
01067 Dresden
Phone ................................... 4 88 32 30
Fax ..................................... 4 88 38 13
stadtplanungsamt@dresden.de

City Surveyor’s Office
Klara Töpfer
Ammonstraße 74
01067 Dresden
Phone ................................... 4 88 39 00
Fax ..................................... 4 88 38 18
godatenundkataster@dresden.de

Construction Supervision Office
Ursula Beckmann
Rosenstraße 30
01067 Dresden
Phone ................................... 4 88 36 70
Fax ..................................... 4 88 38 15
bauaufsichtsamt@dresden.de

Construction and Property Management Office
Marcus Felchner
Lingnerallee 3
01069 Dresden
Phone ................................... 4 88 38 20
Fax ..................................... 4 88 38 17
hochbauamt@dresden.de

Street and Public Works Office
Prof. Reinhard Koettner
St. Petersburger Straße 9
01069 Dresden
Phone ................................... 4 88 43 00
Fax ..................................... 4 88 43 75
strasen-tiefbauamt@dresden.de

Department of Environment and Municipal Utilities
Deputy Mayor
Eva Jähnigen
Dr.-Külz-Ring 19
01067 Dresden
Phone ................................... 4 88 22 01
Fax ..................................... 4 88 22 05
umwelt-kommunal-wirtschaft@dresden.de

Central Technical Services
Doris Schmidt-Krech
Ferdinandplatz 2
01069 Dresden
Phone ................................... 4 88 15 50
Fax ..................................... 4 88 15 53
zentrale-technische-dienstleistungen@dresden.de

Public Green and Waste Management Office
Detlef Thiel
Grunauer Straße 2
01069 Dresden
Phone ................................... 4 88 71 01
Fax ..................................... 4 88 71 03
stadtgarten-und-abfallwirtschaft@dresden.de

www.dresden.de/amtsblatt
**Municipal Utility: Cemeteries and Burials**
Robert Arnrich
Löbauer Straße 70
01159 Dresden
Phone: 4 39 36 00
Fax: 43 93 60 55
info@bestattungen-dresden.de

**Municipal Utility: Dresden Sewage System**
Martin Schneider (acting)
Scharfenberger Straße 152
01139 Dresden
Phone: 8 22 31 09
Fax: 8 22 31 53
service@stadtentwaesserung-dresden.de

**Environmental Office**
Dr. Christian Korndörfer
Grunaer Straße 2
01069 Dresden
Phone: 4 88 62 03
Fax: 4 88 22 57
office@umweltamt-dresden.de

**Guide through the Dresden Town Hall**
1st floor, room 202
01067 Dresden
Phone: 4 88 26 88
Fax: 4 88 29 89
www.dresden.de/amtsblatt

**December 2017**
City Council
Parties represented at the City Council

**CDU**
Chairperson: Jan Donhauser
Town Hall, Dr.-Külz-Ring 19
01067 Dresden
Phone: 4 88 60 00
Fax: 4 88 29 89
cdu-fraktion@dresden.de

**DIE LINKE.**
Chairperson: André Schollbach
Town Hall, Dr.-Külz-Ring 19
01067 Dresden
Phone: 4 88 26 64
Fax: 4 88 29 89
info@bestattungen-dresden.de

**Alternative für Deutschland (AfD)**
Chairperson: Gordon Engler
Town Hall, Dr.-Külz-Ring 19
01067 Dresden
Phone: 4 88 10 50
Fax: 4 88 10 49
post@afd-fraktion-dd.de

**SPD**
Chairperson: Christian Avenarius
Town Hall, Dr.-Külz-Ring 19
01067 Dresden
Phone: 4 88 60 00
Fax: 4 88 60 05
ortsamt-altstadt@dresden.de

**Bündnis 90/Die Grünen**
Chairperson: Christiane Filius-Jehne
Town Hall, Dr.-Külz-Ring 19
01067 Dresden
Phone: 4 88 10 50
Fax: 4 88 10 49
fraktion@dielinke-dresden.de

**Ortsämter**

**Altstadt District Office**
Head of District Office: André Barth
Theaterstraße 11
01067 Dresden
Phone: 4 88 60 00
Fax: 4 88 60 05
ortsamt-altstadt@dresden.de

**Central Citizen Bureau in Altstadt**
Phone: 4 88 60 70
Fax: 4 88 20 56
buergerbuero-altstadt@dresden.de

**Klotzsche District Office**
Head of District Office: Christian Wintrich
Koerler Straße 52
01109 Dresden
Phone: 4 88 65 00
Fax: 4 88 65 93
buergerbuero-klotzsche@dresden.de

**Cotta District Office**
Head of District Office: Irina Brauner
Lübecker Straße 121
01157 Dresden
Phone: 4 88 56 00
Fax: 4 88 56 03
ortsamt-cotta@dresden.de

**Cotta Citizen Bureau**
Phone: 4 88 56 90
Fax: 4 88 56 93
buergerbuero-cotta@dresden.de

**Klotzsche Citizen Bureau**
Phone: 4 88 65 90
Fax: 4 88 65 93
buergerbuero-klotzsche@dresden.de

**Blasewitz District Office**
Head of District Office: Sylvia Günther
Naumannstraße 5
01309 Dresden
Phone: 4 88 86 00
Fax: 4 88 86 03
ortsamt-blasewitz@dresden.de

**District Offices, Municipalities and Citizen Bureaus**

**Central Citizen Bureau in Altstadt**
Phone: 4 88 60 00
Fax: 4 88 60 05
buergerbuero-altstadt@dresden.de

**Klotzsche Citizen Bureau**
Phone: 4 88 65 90
Fax: 4 88 65 93
buergerbuero-klotzsche@dresden.de

**Blasewitz Citizen Bureau**
Phone: 4 88 86 90
Fax: 4 88 86 93
buergerbuero-blasewitz@dresden.de

**Opening times:**
Monday 9 a.m. to 4 p.m.
Tuesday and Thursday 9 a.m. to 6 p.m.
Closed on Wednesdays
Friday 9 a.m. to 12 noon

**Klotzsche District Office**
Head of District Office: Christian Wintrich
Koerler Straße 52
01109 Dresden
Phone: 4 88 65 00
Fax: 4 88 65 93
buergerbuero-klotzsche@dresden.de

**Cotta District Office**
Head of District Office: Irina Brauner
Lübecker Straße 121
01157 Dresden
Phone: 4 88 56 00
Fax: 4 88 56 03
ortsamt-cotta@dresden.de

**Cotta Citizen Bureau**
Phone: 4 88 56 90
Fax: 4 88 56 93
buergerbuero-cotta@dresden.de

**Klotzsche District Office**
Head of District Office: Christian Wintrich
Koerler Straße 52
01109 Dresden
Phone: 4 88 65 00
Fax: 4 88 65 93
buergerbuero-klotzsche@dresden.de

**Klotzsche Citizen Bureau**
Phone: 4 88 65 90
Fax: 4 88 65 93
buergerbuero-klotzsche@dresden.de
CONTACTS

You have an academic degree or professional qualification from your home country and would like to work in Saxony? You don’t know where to find support?

Contact the IBAS!
The IBAS offers free consultation on the recognition of foreign qualifications in Germany and on further professional training.

Please always make an appointment in advance by phone or email!
Citizens’ Issues

*Waste Containers*

The waste management of every inhabited or used plot must be organised. For this, the land owner must arrange a sufficient number of waste containers. The registration form can be found online on www.dresden.de/formulare. Please print the form, fill it in, sign it and send it by regular mail or fax to the specified address, or, alternatively submit the filled in form online.

**Urban Environment and Waste Management Office**

Grunauer Straße 2
Phone .............................. 4 88 96 33
Fax .............................. 4 88 96 03

*Plots for Waste Container – Inspection and Approval for Construction Works*

For the construction of new waste container plots, or in case of substantial renovations to existing ones, the architectural plans must be approved of in order to ensure the suitability of the design, the dimensions and that it is possible to fully empty all containers.

**Urban Environment and Waste Management Office**

Grunauer Straße 2
Phone .............................. 4 88 96 34

*Adoption Services*

The Adoption Services advise parents who wish to give up a child for adoption or who have already done so. They also support applicants who wish to adopt a child and those who wish to adopt the child of their husband or wire.

**Youth Office, Adoption Services**

Braunsdorfer Straße 13
Phone .............................. 4 88 47 10
adoptionsvermittlung@dresden.de

*Office hours:*

Tuesday 8 a.m. to 12 noon and 2 to 6 p.m.

*Vehicle Registration Office*

Hauboldstraße 7
Phone .............................. 4 88 80 08
kfz-zulassung@dresden.de

*Opening times of the Vehicle Registration Authority:*

Monday and Wednesday 9 a.m. to 12 noon Tuesday and Thursday 9 a.m. to 6 p.m. Friday 8 a.m. to 12 noon

*Applying for a building permit*

For the erection, reconstruction or change of purposed use of a building, a building permit application must be submitted to the Building Supervision Authority. The planning of a project, and the uncertainties or problems thereof, should be coordinated with the competent authority or authorities beforehand. This serves the achievement of a higher degree of planning quality.

Information about the application, in particular about the required building plans, the expiry of approvals, the freedom of procedure or the permits required in addition to the building permit, can be obtained at the Building Supervision Authority.

**Central Building Supervision Authority**

Ammonstraße 74
Phone .............................. 4 88 18 00
zavs@dresden.de

*Construction Service Line* .............................. 4 88 18 02

*Education Support Package* ..............................

Children and youngsters in Dresden, who come from low income families, have the right for federal support for participating in educational and extra-curricular activities so that all children would have equal opportunity to participate in school and spend leisure time.

They children and youngsters will receive financial support for lunch, learning support and school supplies, as well as school trips and transport to and from school. Also, sports, music, dance and other extra-curricular activities will be paid for by the state. The central contact institution for these benefits is the Social Welfare Office that supports the parents with all formalities and grants the benefits.

The services include:

- Excursions, school trips
- School supplies (in case the family is a recipient of the unemployment benefit II [Arbeitslosengeld II], no application for this is necessary. The payment is made automatically by means of unemployment benefit notification by Jobcentre Dresden).
- Transport to and from school
- Learning support
- Lunch
- Social and cultural activities

**Beneficiaries**

Recipients of:

- Unemployment benefit II or social benefit according to the Social Code II
- Housing benefit according to the Housing Benefit Act, with the simultaneous entitlement to family allowance
- Additional child benefit according to the Federal Child Benefit Act, with the simultaneous entitlement to family allowance
- Support of livelihood or basic insurance according to Social Code XII
- Benefits according to the Asylum Seekers’ Benefits Act

**Social Welfare Office**

*Education and Extra-curricular Services*

Phone .............................. 4 88 48 15
Fax .............................. 4 88 12 03
E-Mail: bildungspaket@dresden.de

*Seat:*

New Town Hall, Dr.-Külz-Ring 19
2nd Floor, rooms 098 and 099

*Office hours:*

Tuesday and Thursday, 8 a.m. to 12 noon and 2 to 6 p.m.

*Postal address:*

Postfach 12 00 20, 01001 Dresden
Information and application forms online: www.dresden.de/bildungspaket

*Benefit for the blind*

The benefit aims to compensate for the additional cost to living caused by being blind. The benefit is offered to the legally blind as well as to people with severe visual impairment, to the deaf and to severely disabled children. The sum of the monthly paid benefit is independent of income or wealth. All applications are treated by the Citizen’s Bureaus under the Federal Blindness Act. The office for severely handicapped people and federal benefit for the blind also provides personal advice.

**Office for severely handicapped people and federal benefit for the blind**

Ferdinandplatz 1
Phone .............................. 4 88 12 00
schwerbehinderteneigenschaft-LblindG@dresden.de

*Office hours:*

Tuesday and Thursday, 8 a.m. to 12 noon and 2 to 6 p.m.

*Guiding private value*

Guiding private value is the average value

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www.dresden.de/amtsblatt
for undeveloped, unoccupied land within a certain zone. The value is based on a square meter of land area and considering the features of the land. The thematic city map on www.dresden.de/stadtplan displays the guiding private value for many years. The current land value maps can be viewed in Citizen’s Bureaus. Written information on guiding private value can be requested from the Office of the Appraisal Board (Gutachterausschuss) free of charge.

For that, submit an application in free form to the named office or use a form provided by the Geo-informatics Service GeoDaten Dresden or use GSO, Inframation and Ongeo. Additionally, maps can be acquired from the Office for Geo-data and Land registry, also via their online shop.

Appraisal board
Ammonstraße 74
Phone .......................... 4 88 40 71
grundstueckswertermittlung@dresden.de

Office for Geo-data and Land Registry
Ammonstraße 72
Phone .......................... 4 88 41 16
geodaten-kundenservice@dresden.de

Dresden-Pass
The Dresden Pass enables low income residents discount entry to cultural facilities and events by the city of Dresden and the State of Saxony that are offered in the city. It will also enable reductions in municipal services and in public transport offered by the Dresdner Verkehrsbetriebe AG. Under certain conditions, also the free use of mobile accompanying service is granted. The Dresden Pass is also offered for children. Citizens whose main residence is in Dresden and who receive social assistance benefits or basic subsistence according to Book XII of the Social Code (SGB XII), unemployment benefit or social benefit according to Book II of the Social Code (SGB II) or benefits according to the Asylum Seekers Benefits Act (AsylBG) or have a low income and insufficient assets, have the right for a Dresden Pass. The application must be submitted in person at the respective department of the Social Welfare Office. Application forms for the Dresden Pass are also available in the Citizens’ Bureaus in Dresden and online at www.dresden.de/dresden-pass.

The Dresden Pass must normally be collected personally.

Dresden-Pass Service
Junghansstraße 2
Phone .......................... 4 88 48 48
dresden-pass@dresden.de

Office hours:
Tuesday and Thursday 8 a.m. to 12 noon and 2 to 6 p.m.

Parental leave benefit
In order to make it financially viable for mothers and fathers to take family leave, the state grants them parental leave benefit for the period of 14 months. At that, a month of parental leave benefit can be swapped with two months of parental leave benefit “Plus”. In addition, there is a partnership bonus: if the father and mother share the care of their child and work in parallel for at least four months between 25 and 30 hours a week, they receive parental leave benefit “Plus” for an additional four months. Single parents can use the new parental leave benefit “Plus” to the same extent.

Documents to accompany the application:
- Income statement
- Maternity allowance certificate from health insurance provider
- Birth certificate (original with the note “for parental leave benefit”)
- A document from the employer stating their contribution to the parental leave benefit, if applicable
- Proof of family allowance if the conditions for the sibling bonus apply (e.g. copy of the account statement)
- Copy of the passport if case you are not a citizen of Germany
- A certificate from the Foreigners’ Office or a copy of the residence permit/official certificate in case of non-EU citizens (see Parental Leave Benefit clause 18)
- Confirmation on working hours in case of being employed
- Explanation over working time and estimation of prospective profit in case of being self-employed
- Proof of other employment benefits, such as ALG I, ALG II, insolvency payments.

In case applying for a single parent benefit for the period of 14 months, also:
- Confirmation from the Tax Office that the requirements of tax class 2 are fulfilled
and 2 to 6 p.m.
Friday, on agreement

Starting business
Support for business start-ups and young companies in their way on self-employment is provided by the Business Service of the Department of Economic Affairs.
Main areas of activity:
- Individual counselling and support
- Advice on financing and support for projects
- Support in finding suitable real estate
- Sharing contacts with partners in the Dresden Foundation Network

Contact: see page 12 „Business Service“

Driving Licence
The Driving Licence Authority is responsible for the following:
- First issue of a driving licence, including accompanied driving for 17-year-olds
- Re-issuing of a driving licence, after withdrawal
- Extension, continuation or changing the driving licence
- Registration of foreign driving licences
- Registration of service vehicle licence
- Issuing and extending driving licences for passenger transport
- Issuing a replacement driving licence after loss or theft
- Issuing international driving licences

Driving Licence Authority
Hauboldstraße 7
Phone: 4 88 80 60
fuehrerscheinstelle@dresden.de
Opening times:
Monday 9 a.m. to 12 noon
Tuesday and Thursday 9 a.m. to 1 p.m. and 2 to 6 p.m.
Friday 8 a.m. to 12 noon

Lost property
The Lost and Found receives found possessions and returns these to their owners or persons entitled to receive these for a fee. Citizens, the police, transport companies, hotels, cultural institutions and shops bring found objects to the Lost and Found. The Lost and Found also receives items from other similar institutions across the country, it's reason to believe that the found object belongs to a person who resides in Dresden. Similarly, the German Foreign Office and embassies in other countries send here found documents that have been issued in Dresden. On request and on the payment of a fee of five Euros, the Lost and Found gives a certificate for citizens or insurance companies that stolen bicycles have not been handed over or registered as found. Found objects are kept for six months, while cash on a suspense account is kept for three years. The auction of the found possessions is organised by the Lost and Found in cooperation with the City Treasury. Auction dates are published on dresden.de and in the city newspaper, Dresdner Amtsblatt. Found objects can also be handed over at Citizen Bureaus, who will pass them on to the Lost and Found. In case you have lost something on the grounds of the Deutsche Bahn railway, in their trains or buildings, please contact them directly at: Deutsche Bahn AG, Bahnhof Dresden-Neustadt, Schlesischer Platz 1.

Lost and Found
Theaterstraße 13
Phone: 4 88 59 96

Opening times:
Tuesday and Thursday 9 a.m. to 6 p.m.
Friday 9 a.m. to 12 noon

Inquiries by phone:
Monday and Wednesday 1 to 3 p.m.

Health
The Health Office mediates offers and gives advice in all health-related issues, for example: AIDS and other sexually transmitted diseases, addiction and drug use, vaccination, contagious diseases, children's and youngsters' health, infections caused by fungi at home, pregnancy and family planning, socio-psychiatric issues, as well as counselling for tuberculosis or tumour patients.
The Health Office participates in the WHO Project “Healthy Cities” with the aim of contributing to the improvement of the physical, mental and social wellbeing of the citizens of Dresden. For more information, please contact:
Phone: 4 88 53 22
Fax: 4 88 35 23
gesundheitsamt@dresden.de

Business Affairs
The Department of Economic Affairs of the Order and Security Office is responsible for:
- Registering and deregistering business activity and registering changes to business activity
- Extracts from the Business Registry
- Affairs that concern chimney sweeping, enforcement of the Commercial Code, testing according to the Saxon state law on Restaurants, business activity licences for game halls (and for the general provision of games and gambling machines with an opportunity to win), pawnbrokers, security companies, auctioneers, brokers, construction companies and real estate developers, financial intermediaries, financial advisors working on a royalty, loan brokers, travel companies and the organisation of fairs, exhibitions and markets, exceptions to the Sundays and Holidays Act.

Department of Economic Affairs
Theaterstraße 11
Phone: 4 88 58 11
gewerbeangelegenheiten@dresden.de
Opening times:
Monday, Friday 9 a.m. to 12 noon
Tuesday, Thursday 9 a.m. to 6 p.m.

Day care for children
As a rule, the parents in Dresden have the opportunity to put their 1-to-4-year-old children to a day care institute in the city (nurseries, nursery schools, day care centres). The parents have the right to choose the facility or centre for that purpose. Comprehensive information about the facilities and centres in Dresden can be found at www.dresden.de/kitas, where in addition to contact and other details, information on the number of offered places as well as the educational concept of each institution is also given. Registrations for all facilities and centres, independent of the sponsor, should be submitted online at https://kita-anmeldung.dresden.de. Faver preferred facilities or centres can be named by the parents for each

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Webergasse 1, 01067 Dresden
Tel. +49 351 496 30 35, dresden@berlitz.de
www.berlitz.de/dresden

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- Government-subsidized training programs
- Flexible online learning with eBerlitz
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www.dresden.de/amtsblatt
Guide through the Dresden Town Hall December 2017
Child Day Care – Malwina e. V.
Cossebaude
Altstadt, Neustadt, Pieschen, Cotta and
8 a.m. to 12 noon
Office hours:
Phone ...................................3 12 09 90
Child Day Care – Kinderland
Klotzsche, Loschwitz, Blasewitz
■
and 2 to 6 p.m.
Intermediate Office, and Submissions:
Fax  ..................................... 4 88 50 13
Fax  ..................................... 4 88 50 13
Office
Central Advisory and Intermediary
kindertagesbetreuung@dresden.de
Guide through the Dresden Town Hall
Dr.-Külz-Ring 19
Phone ..................................4 88 50 51
and centres or at the relevant department
in the Town Hall. Also, there is an option
to use public computers at city libraries for the
parent portal or the possibilities available
www.dresden.de. The employees of the
Central Advisory and Intermediary Office for
Child Day Care accept also applications that
have been handed in personally, by mail, by
fax or e-mail and can also assist in filling in the
application form. Registration for after-
school care centres can be submitted to the
head of the primary school day care or other
facility providing the service.

Child Day Care Department
Dr.-Külz-Ring 19
Phone ................................. 4 88 51 31
kindertagesbetreuung@dresden.de

Central Advisory and Intermediary
Office
Phone ................................. 4 88 50 51
Fax ................................. 4 88 50 13
Submissions
Phone ................................. 4 88 50 80
Fax ................................. 4 88 50 13
Office hours of the Central Advisory and
Intermediary Office, and Submissions:
uesday and Thursday 8 a.m. to 12 noon
and 2 to 6 p.m.
■
Day care for children
Advisory and Intermediary Office for
Klotzsche, Loschwitz, Blasewitz
Child Day Care – Kinderland
Sachsen e. V.
Phone .............................. 3 12 09 90
Office hours:
Monday, Tuesday and Thursday
8 a.m. to 12 noon
Thursday 2 to 5 p.m.
Advisory and Intermediary Office for
Altstadt, Neustadt, Pieschen, Cotta and
Cossebaude
Child Day Care – Malwina e. V.
Phone ............................. 21 52 36 40
Office hours:
Monday, Tuesday and Thursday
8 a.m. to 12 noon
Thursday 2 to 5 p.m.
Advisory and Intermediary Office for
Leuben, Prohlis, Plauen
Child Day Care – Outlaw gGmbH
Phone ............................. 3 12 06 20
Office hours:
Monday, Tuesday 8 a.m. to 12 noon
Thursday 8 a.m. to 12 noon and 3 to 5
p.m.
■
Registration points/Citizen
Bureaus
Passport, ID card and residence registration
application are to be submitted to the city’s
registration points or Citizen Bureaus.
In more detail:
■
Applications for the issue of ID cards,
passports and passports for children
■
Applications for the issue of temporary
identification documents (ID card)
■
Informing of the loss of ID cards,
passports and passports for children
■
Completion of registration procedures:
registering change of residence or
change of residence status (main and
secondary residence)
■
Issue of registration certificates
■
Issue of residence permits (to be sub-
mittted to the Bureau of Vital Statistics)
■
Registration of address book and trans-
mission barriers
■
Calling for extracts from the judicial re-
cord and the Business Registry
■
Official authentication of signatures,
transcripts and copies
■
Exhibition of family passports
■
Change of vehicle registration in case
of moving to another registration region
■
Pension/Social insurance
In the following matters, please contact the
Social Services:
■
Questions on statutory pensions,
health care and social care benefits,
and accident insurance
■
Applications for employment, old age
or survivor’s pension
■
Applications for account statements/
pension rights adjustment
■
Applications for rehabilitation services
(health care, participation in working
life)
■
Applications for the recognitions of ac-
cidents at work/occupational diseases
■
Submission of witness clarifications/
affidavits
■
Clarification/examination of decisions
by social insurance funds
■
Recording of disagreement/claims
■
Free authentication of documents that
are to be submitted to social security
funds
■
Inquiries in case of lost social security
certificate

Social Services
Insurance
Lingnerallee 3, South entry
01069 Dresden
Phone ............................ 4 88 48 41
versicherungsamt@dresden.de
Office hours:
Tuesday and Thursday 8 a.m. to 12 noon
and 2 to 6 p.m., on agreement
■
Self help groups
Contact and information centre KISS provi-
des information on the possibilities for self-
help, supports in the search for a suitable
self-help group and supports and passes
information on relevant offers. If necessary,
the compilation of a new group is added. In
addition, KISS helps to find rooms for group
meetings, and develops opportunities and
ideas for work in groups.
KISS
Ehrlitechstrasse 3
01067 Dresden
Phone ............................. 2 06 19 85
kiss@dresden@t-online.de
Office hours:
Monday and Friday 9 a.m. to 12 noon,
Tuesday and Thursday 9 a.m. to 6 p.m.
■
Senior Hotline
General information on the subject of
ageing, as well as sharing contacts of faci-
"lties and offers for senior citizens
Phone ............................. 4 88 48 00
■
Social Counselling
The Youth Welfare Office gives advice and
support to children, youngsters and young
adults, but also to parents and family
members, teachers, friends, relatives or
neighbours or anybody who is in contact
with and involved in raising. The covered
issues vary from development and behavi-
our problems, difficulties in school, issues
with education and profession to solving
family conflicts, issues with separation and
divorce or social problems.

Please get in contact with the general
Social Service at the Youth Welfare
Office
Altstadt
Nöthnitzer Straße 2
01187 Dresden
Phone ............................ 4 88 68 29
Plauen
Nöthnitzer Straße 2
01187 Dresden
Phone ............................ 4 88 68 61
Neustadt and Klotzsche
(including Langebrück, Weixdorf, Mars-
dorf and Schönborn)
Hoyerswerdaer Straße 3
01099 Dresden
Phone ............................. 4 88 66 41
Fieschen
Bürgerstraße 63
01127 Dresden
Phone ............................. 4 88 55 11
Blasewitz and Loschwitz
(including Schönfelder Hochland)
Grundstraße 3
01326 Dresden
Phone ............................. 4 88 85 61
Prohlis
Pohlscher Allee 10
01239 Dresden
Phone ............................. 4 88 83 41
Leuben
Pohlscher Allee 10
012039 Dresden
Phone ............................. 4 88 83 60
Cotta (including Cossebaue, Oberwar-
thra, Motlschatz, Gomplitz and Altfranken)
Lübecker Straße 121
01157 Dresden
Phone ............................. 4 88 57 42
Gorbitz (including Neumosewitz)
Lübecker Straße 121
01157 Dresden
Phone ............................. 4 88 57 56
Opening times:
Monday, Thursday and Friday 9 a.m.
to 12 noon
Tuesday 9 a.m. to 6 p.m.
Social service for senior citizen and their family
Counselling and support for older people and their families, in the issues of:
- Social law
- Applications and administrative matters
- Organising support services
- Housing adjustment measures and the financing of these
- Day and short-term care, senior homes and other care institutions
- Offers in culture, sports and education and civic activities as well as wider topics of age

The counselling and support services are free of charge. In case of need, a house visit can be arranged. The counselling centres can be found in the district offices of the city of Dresden (see pages 4 to 7).

Bureau of Vital Statistics

Births
Proviathanofstraße 7
01099 Dresden
Phone: 4 88 67 51
Fax: 4 88 67 63
standesamt-geburten@dresden.de

Deaths
Proviathanofstraße 7
01099 Dresden
Phone: 4 88 67 60
Fax: 4 88 67 63
standesamt-sternbergliebe@dresden.de

Marriage
Goetheallee 55
01309 Dresden
Phone: 4 88 88 06
Fax: 4 88 88 03
standesamt-eheeschliessungen@dresden.de
www.dresden.de/heiernaten

Documentation
Proviathanofstraße 7
01099 Dresden
Phone: 4 88 67 90
Fax: 4 88 67 83
standesamt-urkundenwesen@dresden.de

Alimonies/Paternity
The Youth Welfare Office is a gives advice to unmarried parents on parental care, alimonies and the recognition of paternity.

Contact:
Legal guardianship/ Certificates
New Town Hall
Dr.-Külz-Ring 19
Phone: 4 88 47 61

Office hours:
Tuesday and Thursday 8 a.m. to 12 noon and 2 to 6 p.m.

Guardianship
An accident or a sudden serious illness is not a desirable event. But in case these are the case and we are no longer able to care for ourselves, who will? Close relatives, such as parents, children, spouses or life companions cannot – as is often assumed – automatically intervene and undertake the burden. A alternative to being given into the care of a court-appointed carer, authorised guardianship and, as necessary, care allowance, have been created.

In order to prevent being given into the care of a court-appointed carer, the creation of a precautionary authority and, if necessary, a care allowance is the alternative. Consultation on guardianship and the notarised signature for giving authority can be done through the Guardianship Authority.

Social Welfare Office, Guardianship Authority
Lingenerallee 3 (South entry)
01069 Dresden
Phone: 4 88 94 70

Office hours:
Tuesday, Thursday 8 a.m. to 12 noon and 2 to 6 p.m.

Housing benefit
The purpose of the housing benefit is to make low-income households economically viable and secure long-term, appropriate and family-friendly housing for them.

The housing benefit is paid as a grant for the rent of an apartment or house. If a tenant is not able to pay the rent, it can still be granted. Either way, it is recommended interested citizen seek expert advice.

The application forms for the housing benefit are available in all Citizen Bureaus or at the Department of Economic Affairs.

The total income of all household members
- Persons who have no right for the housing benefit
- Recipients of social transfer payments (for example, benefits under SGB II or SGB XII), and
- Students that live alone and are covered by the BafoG.

However, since the housing benefit can also be granted as a loan, the entitlement can still be granted. Either way, it is recommended interested citizen seek expert advice.

The application forms for the housing benefit are available in all Citizen Bureaus or through consultants in district offices or administrative units.

The application forms are also available online at www.dresden.de/wohngeld.

Advice concerning the housing benefit is given in Citizen Bureaus and administrative units. Additionally there is also the option to turn to the department of housing benefit by making an appointment for consultation.

Office hours:
Tuesday and Thursday 8 a.m. to 12 noon and 2 to 6 p.m.
Phone: 4 88 13 01
housingbenefit@dresden.de

Press deadline: December 2017