

# Registration | Radio & TV Licence Fee

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## Reporting to the Municipal Registration Office (*Anmeldung*)

- After having moved into your apartment/room, you need to register your residence with the municipal authorities within one week, regardless of how long you will be staying.

For registering in Duesseldorf, please report to the

[Registration Office of the city of Duesseldorf](#) (*Buergeramt* or *Einwohnermeldeamt*)

Willi-Becker-Allee 7 | Phone: 0211 / 89-91

Office hours: Mon, Tue 7.30-16.00, Wed 7.30-13.00, Thu 7.30-18.00, Fri 7.30-13.00

A list of all [service offices](#) is available online.

For making a fixed appointment in advance, please [register here](#).

- Further information on the process:  
⇒ [Reporting to the Authorities](#) (German Academic Exchange Service)
- **Please note:** The Registration Office will forward your name and address to the central radio and TV licence agency (*Beitragsservice*) (according to the National Treaty on Licence Fees (*Rundfunkgebuehrenstaatsvertrag*) Section 8, paragraph 4).

## Radio & TV Licence Fee (*Rundfunkbeitrag*)

- After registering your residence you will receive a notice and registration form from the licence agency (*Beitragsservice*). You need to complete the form and return it in time.

**Please note:** It may take up to a few months until you receive the notice from the agency – nevertheless, you will be obliged to pay the fee for each month since moving to Germany.

- **Per household** (independently of the number of persons living together), a TV & radio licence fee ([Rundfunkbeitrag](#)) of €17,89 per month is due. This also applies if you live in student halls of residence.
- If you live in a **shared flat** only one of the inhabitants needs to register for paying the licence fee – regularly, the amount is then split among all flatmates. If one of your flatmates is already registered you need to indicate this by completing the form you will receive by post. **We recommend** you to discuss even before you receive the invoice which of your flatmates (ideally a German, if possible) will be paying the licence fee to the authorities and how the others contribute their share.
- As a student, you can only apply for **exemption** from licence fees if you receive a German state Education Advancement Grant ([BAfoeG](#)). There is no exceptional rule for students from abroad. → Information on the [conditions for exemption from licence fees](#) (in German)
- → Information leaflet for students (in German): ⇒ [Licence Fee Leaflet \(pdf\)](#)