

Information

Tourist stays/formal obligation (Verpflichtungserklärung)

1. Competence

The formal obligation is to be submitted to the aliens authority (Ausländerbehörde) responsible where the visitor is to reside.

2. Creditworthiness

The authority will assess the creditworthiness on the basis of information which is provided **voluntarily** in order to check whether the inviting party is able to sufficiently support the visitor during the planned length of stay. The following documents can be presented:

- the last three wage or salary statements resp. the current pension statement
- current statement of unemployment benefits (Arbeitslosengeld I)
- current report of your tax consultant (please use the correspondent form of the local aliens authority), current statement of your income tax and report which determines your profits for the current year
- rental contract or current account statement resp. evidence that you are a owner of a flat (e.g. purchase contract)

Please note that persons submitting a formal obligation who are receiving benefits under the Social Code Book II (Arbeitslosengeld II) or Social Code Book XII (Sozialhilfe) cannot be certified as creditworthy.

In case your income is not sufficient to cover the costs of your visitor, you can supply the following documents to prove your creditworthiness:

- savings account book with blocking notices
- bank guarantees with a duration of at least one year

Please contact your aliens authority **before** you apply for a savings account book or bank guarantees. Please also bear in mind that in this case your visitor needs to appear in person at the aliens authority after his arrival.

3. Further details

In addition to the documents which are stated in section 2, the following **information/documents** are necessary:

- identity card or passport of the inviting party
- personal details of all of the visitors (last and first name, date and place of birth, home address as well as serial number of the passport)

4. Notes

Please find more information on the duration of the obligation on the back of this sheet.

A Visitor Visa allows a visitor to travel to Germany and stay for a short and temporary time. The visitor can apply for this so-called "Schengen Visa" at any German diplomatic mission. The "Schengen Visa" cannot be extended once the holder has entered the country. Therefore, the inviting party as well as the visitor should agree on when the visit is supposed to start and how long the visitor will stay. When applying for and receiving the visa, the visitor should pay attention to whether the German diplomatic mission has provided him/her with the visa which corresponds to the purpose and duration of his/her planned stay.

As your signature needs to be authenticated, you are requested to **appear in person** at the aliens authority (Stadt Erlangen, Ausländerbehörde, Room 204)

Office hours:	Monday	08.00 – 12.00 Uhr and 14.00 – 18.00 Uhr
	Tuesday, Wednesday and Friday	08.00 – 12.00 Uhr
	Thursday	08.00 – 14.00 Uhr

Telephone: 09131 / 86-2497

The **issuance fee** is **25.00 euro** per formal obligation.

If the obligation is to be processed on the same day you present it, please make sure that you return it 30 minutes before the end of the office hours (due to the office hours of the cash office).

1. What does the obligation include?

The obligation includes all the costs which are needed to ensure the visitor's maintenance and accommodation during the stay, such as expenses for food, clothing, living space (private or hotel) as well as costs for seeing a doctor, medicine, nursing homes or other medical treatments that are necessary. For this reason it is recommended to take out a health insurance policy.

In case of sickness, the inviting party also has to pay the costs which are not covered by the insurance company or which exceed the insured amount.

According to §§ 66, 67 of the Residence Act, the inviting party also has to bear the costs in case of enforced removal. Such removal costs are for instance travel expenses (flight ticket and/or other transportation costs), possibly the costs for escort as well as costs for detention.

2. How long is the duration of the obligation?

The obligation resulting from the formal obligation applies for the length of the entire stay, regardless of the period of validity of the residence title on which the stay is based. It also includes the length of any illegal stay.

The obligation normally ends when the planned stay ends or when the original purpose of the stay changes and a new residence title will be issued for the new purpose.

3. Enforceability

The public funds which were expended can be collected by means of enforcement.

4. Voluntary details

All the information and documents given by the inviting party are provided on a voluntary basis. Creditworthiness, however, cannot be granted if the information given is not complete. Providing incorrect and incomplete information is punishable (compare § 95 Residence Act – Imprisonment up to three years or fine)

The original of the formal obligation is to be returned to the diplomatic mission. Therefore, it is advisable to make a copy beforehand.

Stadt Erlangen
Ausländerbehörde

Please arrange appointment at:
verpflichtungserklaerung@stadt.erlangen.de

Use our eDienst on the internet and fill out the application:
www.erlangen.de
**Portalsuche/Wegweiser - Search: Verpflichtungserklärung -
eDienste & Downloads – Document: Verpflichtungs-
erklärung (eFormular.33)**