

## Table of Contents

Everyday life and leisure	2
Important abbreviations	2
Residing	4
Search for a flat	4
I have found a flat	5
I have moved	6
House rules	6
Sorting waste in the household	6
Shopping	8
Shopping facilities	8
Panels	9
Buy and sell used stuff	10
Leisure Activities	11
Swimming pools and lakes	11
Clubs	12
Museums	13
Libraries and bookshops	13
Culture	13
Veranstaltungen	13
Religion	14
Tradition and carnival	14

## Everyday life and leisure

### Important abbreviations

1st floor = First upper floor

Abbr. = Abbreviation

Abs. = Paragraph

App. = Apartment

Bez. = Designation

BGB = German Civil Code

Ex. = example

bspw. = for example

bzgl. = with regard to

or = respectively

ca. = circa (=about)

DB/D'bath = shower bath (only shower, no bathtub)

i.e. = that is

dt. = German

EBK = fitted kitchen

EDV = electronic data processing

EG = ground floor

etc. = et cetera (=and so on)

evtl. = possibly

FAQ = Frequently Asked Questions

ff. = following (=on the next pages)

if applicable = if necessary

HK = heating costs

i.d.R. = as a rule

incl. = included

deposit = deposit

max. = maximum

m.E. = in my opinion

min. = minimum

m. = million

MM = rent per month

billion = billions

VAT = value added tax

NK = service charges

No. = number

o.ä. = or similar

o.ä. = or similar

o.g. = mentioned above

sqm = square metre

rd. = round

p. = page

s. = see

s.a. = see also

s.o. = see above

sof. frei = immediately free

s.u. = see below

sog. = so-called

part-furnished = partly furnished

Tel. = telephone

u.a. = among other things

etc. = and so on

u.v.m. = and much more

v.a. = above all

cf. = compare

WG = shared apartment

Whg. = flat

living space = living area

e.g. = for example

Zi. = room

ZKB = room-kitchen-bathroom

partly = in part

plus = plus

## Residing

### Search for a flat

**Would you like to rent a flat? You can search for flats here:**

- via search engines on the Internet
- in the classifieds section of daily and weekly newspapers
- in the advertising section of the official gazettes of towns and municipalities
- on information boards in shops
- on social media
- ask friends and acquaintances.

**Please note:** You can also create an advert yourself in which you describe which flat you are looking for. This may incur costs.

### What does the rent consist of?

- **Basic rent:** Rent per square metre (sqm) of living space per month. Some towns and municipalities have a rent index. You can find the local rent per square metre in this rent index.
- **Service charges:** Costs for heating, hot water, cold water, rubbish charges, caretaker/janitor and so on (= operating costs).

**Cold rent + ancillary costs = warm rent**

**Electricity costs** as well as **telephone** and **internet costs must be paid separately.**

**Please note:** You will receive a **service charge statement** every year. This shows how high the annual service charges are. You may have to pay an additional amount (for example, because you have used more heat than previously calculated). However, you may also receive a refund (for example, because you have used less hot water than previously calculated).

**The rental deposit must be paid separately. It is a security for the landlord or landlady.** The maximum amount for the deposit is 3 basic rents. You will receive the deposit back when you move out if you leave the flat without any defects.

## What do you have to do if you find a flat?

### For people with their own income

- Once you have found a flat, you should arrange a **viewing appointment** as soon as possible. If you do not speak German well, take someone with you to help you. Ask about the rental costs (basic rent and ancillary costs). Is the size of the flat suitable for the rent? Are the service charges reasonable?
- After the appointment, you should quickly let the person offering the flat know whether you would like to rent it.
- Before you sign the tenancy agreement, make sure you know how much the deposit is (usually 1-3 basic rents) and how the renovation is organised.

### For people without income who receive benefits

The **rental agreement must** be submitted to the local employment promotion/job centre or the asylum seeker benefits authority **for approval**. They will check whether the flat is suitable. If approval is granted, you may sign the tenancy agreement and move in.

**For your information:** Important abbreviations on the subject of tenancy agreements can be found [here](#).

### I have found a flat

If you receive money from the job centre or the district office, you must observe the following:

**Important: You must not sign the tenancy agreement yet, but must first have it approved.**

Firstly, you must obtain a cost estimate from your future landlord.

This should include:

- The amount of the rent (costs)
- The amount of ancillary costs (heating, water, electricity)
- The amount of the deposit
- Possible graduated rent (automatic rent increase)

You must take the **cost estimate** to the Job Centre / Offenburg District Office. They will check the cost estimate.

If everything is in order, they will approve it.

If you **do not** have a residence requirement in your document for refugees or electronic residence permit, you may sign the rental agreement.

If you do have a residence requirement, you must submit an application to the immigration authority.

Important:

Before you sign a tenancy agreement, take a close look! This [checklist](#) can help you with this. The checklist is available in German, English and Arabic.

Last updated: June 13, 2022

## I have moved

### **Registering with the residents' registration office**

As soon as you have moved into your new home, you must register with your new local authority within two weeks. To do this, you will need a landlord's certificate from your landlord. If you miss the two-week deadline, you may be fined.

Ask at the town hall for the forms or check the homepage of the town hall.

💡 Inform all important parties of your new address  
(bank, district office/job centre, insurance company, employer, immigration office and others) or submit a redirection request. Please make sure that your name is on the letterbox.

## House rules

The house rules apply to all residents of the house and regulate their living together. They contain rights and duties.

The most important contents are:

**Noise:** All residents in the house are responsible for not making noise. As a rule, special consideration must be shown from **13:00 to 15:00** and from **22:00 to 06:00**. This is quiet time. On Sundays and public holidays, the whole day is quiet time. **For example, you should not vacuum or listen to loud music during the quiet hours.**

**Ventilate:** You should open the windows at least once a day to ventilate. This will prevent mould from growing, for example.

**Waste disposal:** Rubbish must be disposed of in the bins provided. There are different bins for plastic, for paper, for fruit and vegetable waste (organic waste) and for other waste. You can find more information [here](#).

## Sorting waste in the household

### **Sorting and disposing of waste**

There are different types of waste. The different wastes have to be separated. Then they are disposed of. This is the responsibility of the waste management office. Separating waste is a very important contribution to protecting the environment.

Waste calendars contain dates for disposal. The waste calendar is free of charge and can be collected from the town hall.

### **Here are the most important sorting instructions**

# So wird im Ortenaukreis sortiert



Separate Sammlungen gibt es für Grünabfälle, Sperrmüll und Problemabfälle (Farben, Lacke, Altmedikamente ...).  
Für Textilien und Korken sind in verschiedenen Städten und Gemeinden Sammelbehältnisse vorhanden.  
Darüber hinaus bestehen bei den kreiseigenen Abfallanlagen für die meisten Abfallarten Abgabemöglichkeiten.

Landratsamt Ortenaukreis Eigenbetrieb Abfallwirtschaft

Badstraße 20 · 77652 Offenburg · Abfallberatung Tel. 0781 805-9600 · [abfallwirtschaft@ortenaukreis.de](mailto:abfallwirtschaft@ortenaukreis.de) · [www.abfallwirtschaft-ortenaukreis.de](http://www.abfallwirtschaft-ortenaukreis.de)

## You must take this rubbish away yourself:

### Used glass

You must throw glass containers into collection containers.

You may throw the glass in from Monday to Saturday from 08:00 to 19:00.

Glass bottles, preserving jars and tins belong in the collection containers for glass.

You must separate the glass according to colour. And put it in the right collection container.

### Waste with harmful substances

Waste containing harmful substances is harmful to health and the environment. Harmful substances are, for example: paints and varnishes, cleaning agents, batteries. Therefore, waste with hazardous substances must not be disposed of in the residual waste. This waste must be handed in at the pollutant collection point.

### What is a recycling centre?

A recycling yard is a place in your town or municipality. You can hand in recyclable materials there. Here you can find the locations and

### What is a green waste collection site?

As a private person, you can dispose of your green waste (garden waste) free of charge.

## How do I dispose of bulky waste, scrap metal and refrigerators?

Information on bulky waste can be found on the homepage of the [Ortenaukreis Waste Management Office](#). You can apply online for the collection of bulky waste, scrap metal or cooling appliances:

Further information

- [Information sheets](#) with important [tips on waste disposal](#).
- AbfallApp OG: [Apple Store](#) / [GooglePlayStore](#)

## Do you still have questions?

Waste advice at the Ortenaukreis District Office

Telephone: [0781/8059600](tel:0781/8059600)

## Shopping

### Shopping facilities

Shops are open from Monday to Saturday. The shops are closed on Sundays and public holidays.

Opening hours can be found on the internet or at the shop entrance.

### You can shop here:

- **Discounters**  
You can buy cheap groceries at discount stores. There are discount stores in almost every town.
- **Supermarkets**  
You can buy food in supermarkets. You will find many branded products here.  
The presentation of the goods is more important than in the discounters.
- **Weekly markets**  
You can buy regional food at the weekly market (e.g. fruit, vegetables, eggs, bread). The weekly markets only take place on certain days of the week and usually in the mornings. However, there is not a weekly market in every town.
- **Speciality shops**  
Speciality shops are shops where you can buy goods in a particular category.
- **Retail shops with foreign products**  
Especially in larger cities, there are shops where you can buy foreign products. There are Turkish, Russian or Asian grocery shops.
- **Drugstores**  
Drugstores are specialised shops with a wide range of products. You can mainly buy hygiene products or cleaning agents here.



## Panels

The food bank

The "Tafel" provides food that is no longer sold in shops.

This is food that only has a short shelf life

These are baked goods that were not sold the day before

The packaging is no longer attractive

Fruit and vegetables with small spots or dents.

People who have little money are allowed to shop here.

You need an ID card to be allowed to shop.

The card is issued by the food bank.

To get one, you must disclose your assets.

Take your ID and proof with you on your first visit.

## Achern

Acherner Tafel

Rosenstraße 18

77855 Achern

Telephone: [07841/621442](tel:07841/621442)

Website: [www.caritas-acher-renchtal.de](http://www.caritas-acher-renchtal.de)

## Bühl (district of Rastatt)

Bühler Tafel e.V.

Bühlertalstraße 6

77815 Bühl

Telephone: [07223/2874522](tel:07223/2874522)

Website: [www.buehler-tafel.de](http://www.buehler-tafel.de)

## Gengenbach

Gengenbacher Tafel

Schwarzwaldstraße 7

77716 Haslach

Phone: 0781 - 970 33 88

Website: [www.offenburger-tafel.de](http://www.offenburger-tafel.de)

## Hornberg

Hornberg food bank

Leimattenstraße 15

78132 Hornberg

Phone: [07833/96996](tel:0783396996)  
Website: [www.awo-hornberg.de](http://www.awo-hornberg.de)

## Kehl

Kehl food bank  
Schutterstraße 86  
77694 Kehl  
Phone: [07851/483714](tel:07851483714)  
Website: [www.kehl.de](http://www.kehl.de)

## Lahr

Lahrer Tafel  
Schwarzwaldstraße 6  
77933 Lahr  
Phone: [07821/921055](tel:07821921055)  
Website: [www.diakonie-ortenau.de](http://www.diakonie-ortenau.de)

## Oberkirch

Oberkirch food bank  
Appenweiererstraße 1  
77704 Oberkirch  
Phone: [07802/7057257](tel:078027057257)  
Website: [www.offenburger-tafel.de/tafel-oberkirch/](http://www.offenburger-tafel.de/tafel-oberkirch/)

## Offenburg

Offenburger Tafel e.V.  
Am Unteren Mühlbach 1  
77652 Offenburg  
Telephone: [0781/9703388](tel:07819703388)  
Website: [www.offenburger-tafel.de](http://www.offenburger-tafel.de)

## Buy and sell used stuff

### Second-hand shops

In second-hand shops you can buy and sell **second-hand clothes, furniture, books, electrical goods** and so on at very **low prices**. Care is taken to ensure that the goods are in good condition. Find out where such shops are located in your neighbourhood.

[Here](#) you will find a selection of non-profit second-hand shops in the Ortenau district.

### Flea markets

You can **buy second-hand goods** at flea markets. This can be clothes, jewellery, crockery and so on, for example. There are often themed flea markets. For example, at a children's flea market only children's things are sold (children's clothes, toys and so on). **You can also sell**

**goods at the flea market.** You will have to pay stall fees for this. Check with the office that organises the Fohmarkt.

[Here](#) you can find out when and where the next flea market will take place.

## Goods exchange day

Twice a year, always on the 2nd Saturday in March and in October, there is a goods exchange day in the Ortenau district. There you can **exchange items that are in good condition and in good working order**. These can be, for example: Crockery, toys, books, electrical appliances, bags and so on. If you like something, you can take as much as you can carry. It doesn't matter if you brought something or not. If you take something with you, you pay a one-time fee of 2 euros per person.

**The goods exchange days will take place in the following places: Ettenheim, Haslach, Kehl, Offenburg-Zunsweier, Achern-Mösbach (only in March), Appenweier (only in October).**

You can find more information about the goods exchange day [here](#).

## Further opportunities to buy or sell second-hand items

- the information boards in shops
- the small ads section in the daily and weekly newspapers
- social media
- apps for second-hand goods
- [second-hand goods and gift exchanges](#)
- other websites for second-hand goods

Some things are even given away.

## Leisure Activities

### Swimming pools and lakes

There are **indoor** and **outdoor** swimming pools **in** the Ortenaukreis. Indoor swimming pools are heated and are usually open all year round. Outdoor pools are outdoors and are only open in summer.

In all indoor and outdoor swimming pools you must abide by the bathing rules. You can also take **swimming lessons** there if you want to learn how to swim.

**Admission prices** can **vary**. For example, there are entrance tickets for families, for pupils and schoolchildren. There are also often different rates, for example for the whole day or only for a few hours.

You can use **bathing lakes** free of charge. However, you should be able to swim well, because there is no supervision.

[Here](#) you can find the indoor pools, outdoor pools and bathing lakes in the Ortenaukreis.

## Clubs

There are clubs in every town and municipality in the Ortenau district (for example football, basketball, music, horse riding, dancing and so on). In order to take advantage of the activities on offer, you must become a member of the club. Every member pays a fee. Search the internet for clubs in your area and give them a call. Ask if you can come along and introduce yourself.

**Please note:** The [education and participation package \(BuT\)](#) can be used to pay the membership fee.

**You can find the websites of town and municipal associations here:**

- [Clubs in the town of Achern](#)
- [Clubs in Appenweiler](#)
- [Clubs in Bad Peterstal - Griesbach](#)
- [Clubs in Berghaupten](#)
- [Clubs in Biberach](#)
- [Clubs in Durbach](#)
- [Clubs in Ettenheim](#)
- [Clubs in Fischerbach](#)
- [Clubs in Friesenheim](#)
- [Clubs in Gengenbach](#)
- [Clubs in Gutach](#)
- [Clubs in the town of Haslach im Kinzigtal](#)
- [Clubs in the town of Hausach](#)
- [Clubs in Hofstetten](#)
- [Clubs in Hohberg](#)
- [Clubs in Hornberg](#)
- [Clubs in Kappel- Grafenhausen](#)
- [Clubs in Kappelrodeck](#)
- [Clubs in the town of Kehl](#)
- [Clubs in Kippenheim](#)
- [Clubs in the city of Lahr](#)
- [Clubs in Lauf](#)
- [Clubs in Lautenbach](#)
- [Clubs in the town of Mahlberg](#)
- [Clubs in Meißenheim](#)
- [Clubs in Mühlenbach](#)
- [Clubs in Neuried](#)
- [Clubs in Nordrach](#)
- [Clubs in Oberharmersbach](#)
- [Clubs in the town of Oberkirch](#)
- [Clubs in Oberwolfach](#)

- [Sports clubs in the city of Offenburg](#)
- [Clubs in Ohlsbach](#)
- [Clubs in Oppenau](#)
- [Clubs in Ortenberg](#)
- [Clubs in Ottenhöfen](#)
- [Clubs in the town of Renchen](#)
- [Clubs in the town of Rheinau](#)
- [Clubs in Ringsheim](#)
- [Clubs in Rust](#)
- [Clubs in Sasbach](#)
- [Clubs in Sasbachwalden](#)
- [Clubs in Schuttertal](#)
- [Clubs in Schutterwald](#)
- [Clubs in Schwanau](#)
- [Clubs in Seebach](#)
- [Clubs in Seelbach](#)
- [Clubs in Steinach](#)
- [Clubs in the town of Willstätt](#)
- [Clubs in the town of Wolfach](#)
- [Clubs in Zell am Harmersbach](#)

## Museums

There are many museums in the Ortenau district.

Here you can learn interesting facts about the history and culture of the Ortenau district.

You usually have to pay for admission.

[Here you will](#) find an overview of which museums you can visit in the towns and municipalities.

## Libraries and bookshops

You can borrow books, magazines, CDs and DVDs from libraries and bookshops. You can then keep the books and media for a few weeks (loan period). Most of them are in German.

However, sometimes books are also available in other languages. If you want to borrow something, you will need a library card. You can get this card at the library. You will usually have to pay for it. If you do not return the books and media on time, you will have to pay additional fees (=money).

[Here you will find](#) a large number of libraries and bookshops in the Ortenau district. Enquire in your place of residence whether there are other libraries or bookshops there.

## Culture

### Veranstaltungen

## Religion

**Freedom of religion** prevails in Germany. Freedom of religion is a fundamental right enshrined in Article 4 of the [Basic Law \(GG\)](#).

This means that no one's faith may be dictated to. Nobody may be discriminated against because of their religion. You can practise your faith as you see fit, as long as it does not violate the law.

[This video](#) explains freedom of belief.

## Tradition and carnival

Traditions and customs are very important in the Ortenau district. Maypole planting, herbal tuft consecration, Kilwi, castle festivals and much more tell of the past. A very special tradition is **carnival (=Fasnacht, Fasend, Fasnet, Fasching)**. From Epiphany to Ash Wednesday, every town and every guild celebrates its own traditions and rituals.

Originally, Fastnacht was just what its name suggests: the night before the beginning of Lent. In Christianity, Lent begins on Ash Wednesday and lasts until Easter.

You can search for other events in the Ortenau district [here](#).



Fasnet in Wolfach; Photographer: Josef Borsi