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Flight/Asylum

Health, illness

You are entitled to free basic medical care in Germany ...

- for acute illnesses and pain
- for every officially recommended vaccination and preventive medical check-up
- for medical services that are indispensable to safeguard your health

Seek medical advice if ...

- You are acutely ill or in pain
- You are pregnant
- you are chronically ill
(for example diabetes, epilepsy, mental illness).

Keep the following in mind:


Visiting a doctor

During the asylum application process, refugees are entitled to basic medical care to relieve pain.

If you need to **see a doctor**, you need a



“Behandlungsschein” (treatment certificate). This certificate must be submitted **BEFORE** treatment begins. This means your visit to the doctor will be free of charge.


If you need help finding a suitable doctor, ask the counselling centres of the  **Flüchtlings- und Integrationsberatung**, your support circle or your






“Bezirkssozialbetreuung” (District Social Care).

Doctors are usually open Monday through Friday. The opening hours vary depending on the doctor. It is better to make an appointment with your doctor beforehand.

Notes:


- Children in Germany visit a  **paediatrician**.
- If you are employed or have been living in Germany for 18 months, you can receive health insurance (even during the asylum application process).

- The “**Krankenbehandlungsschein**” (Health Treatment Certificate) of  [Landratsamt, Sachbereich 34.2 Asyl-Leistungsrecht](#) is valid on a quarterly basis. The certificate is issued once and sent directly to the doctor. You can choose your own doctor within the district of Weilheim-Schongau.
- In Germany, a visit to the dentist is always independent of a visit to the family doctor. If treatments are required, the costs must be clarified in advance.
- Everyone must pay for the cost of transit to the doctor’s office themselves.
- Some medical services must be paid “out of pocket” (by the individual receiving treatment, not the insurance company). Costs must, therefore, be clarified in advance at the  [Landratsamt, Sachbereich 34.2 Asyl-Leistungsrecht](#) or with the health insurance provider.
- If an operation is necessary and it is not an emergency, the  [Landratsamt, Sachbereich 34.2 Asyl-Leistungsrecht](#) must approve the hospital stay in advance. Your doctor will issue you with a certificate to this effect. **Only medically necessary interventions can be undertaken.**

Helpful documents for visiting the doctor:

-  [Mein Körper in Wort und Schrift \(My body in words and images\)](#)
-  [Pharmacy review in simplified language](#)

“Behandlungsschein” (Medical treatment certificate)


If you are ill and need to see a doctor, from the  [Landratsamt-Sachbereich 34.2 Asyl-Leistungsrecht](#) you can obtain a



“**Behandlungsschein**” (treatment certificate). This certificate must be submitted **BEFORE** treatment begins. With this “Behandlungsschein” (treatment certificate), the visit to the doctor is free of charge for you.

For more information, see [Doctor’s visit](#).

Going to the hospital in an emergency

Only in the case of an emergency may you also go to hospital without a  [“Behandlungsschein” \(treatment certificate\)](#).


An emergency is an acute danger to your health and life.

At the hospital, you have to prove with your “**Ankunftsnachweis/Ausweis**” (document of arrival/**ID card**) that you are an asylum seeker and the costs have to be paid via the



[Landratsamt-Sachbereich 34.2 Asyl-Leistungsrecht](#).

If you are already registered with a health insurance provider, bring your **insurance card** with you.

You can find hospitals nearby  [here](#).


Asylum and integration: Contact list

Asylum and integration: Contact list as at: 03/2025


 [Here](#)

The asylum process

Asylum is a constitutionally protected right and an assessment has to be carried out according to legal requirements. The assessment of asylum applications is one of the most important tasks of the Federal Office for Migration and Refugees (BAMF). A large number of procedural steps have to be followed, taking into account different responsibilities. BAMF staff must assess whether asylum seekers are threatened with persecution in their countries of origin that would endanger their lives or freedom.

 [Overview of the asylum procedure](#)
(in **German, English, French** and **Arabic**)

Who can be granted asylum?

The right to asylum is enshrined in  [Article 16a of Germany's "Grundgesetz" \(Basic Law\)](#). It is the only fundamental right to which only foreigners are entitled.


Through
the



[Asylum procedure](#) and the




[Right of residence](#). The Federal Republic of Germany grants refugees protection.

Foreigners may also be recognised as refugees within the meaning of the  [Geneva Convention on Refugees](#).


Recognition is granted if a person's life or freedom is threatened in the country of origin, for example, because of their race, religion or political conviction.

Persons who are recognised as entitled to asylum receive a residence permit initially limited to three years.


How does the asylum process work?


The decision about the asylum process is taken by the  [Federal Office for Migration and Refugees \(Bundesamt für Migration und Flüchtlinge, BAMF\)](#).

The Immigration Office is bound by those decisions and is not permitted to deviate from them.

At a  [hearing with the BAMF, you](#) explain the reasons for leaving your homeland. A decision is then made about whether asylum or a different form of protection will be granted. Individual cases are always checked.

The decision on the application for asylum is given in writing. The letter also includes the reason for the decision.

If the application is rejected, you must leave Germany (=  [termination of stay](#)). If you do not do so, you risk being deported.

A rejected application may be  [appealed](#) through the appropriate legal channels. An appeal against the decision can be made to the Administrative Court.

The deadlines for filing an appeal are very short.

How long does the asylum process take?

In 2020, the average duration of asylum procedures in Germany was 8.3 months. Significantly longer than in 2019 (6.1 months). The Corona pandemic is considered to be a major reason for this. It is the highest number in three years; only in 2017 did proceedings take longer, with an average of 10.7 months.



The Federal Government's goal is that asylum procedures be completed within 3 months.

If asylum seekers seek legal defence against the asylum decision and file an appeal, they also have to wait longer than in previous years. Court cases took more than 2 years on average in 2020 (24.1 months), half a year longer than in 2019 (17.6 months).

Source: <https://www.presseportal.de/pm/58964/4864683> / **Abruf vom 06.08.2021**

What obligations do I have?

You must respect and comply with German law and regulations.

If you wish to apply for benefits under the  [Asylum Seekers' Benefits Act \(AsylbLG\)](#), you are also subject to the **general obligations to cooperate as per**  [Section 15 Asylum Act \(AsylG\)](#).

You are obliged:

- to provide the authorities entrusted with implementing this law with the information required either verbally or, on request, in writing.
- to comply with the statutory and official regulations to register with certain authorities or bodies or to appear before them in person.
- to present, hand over and surrender your passport or passport replacement to the authorities entrusted with the execution of this law.
- to present, submit or surrender all necessary certificates and other documents in your possession to the authorities entrusted with implementing this law.
- to cooperate in obtaining an identity document if you do not have a valid passport or equivalent.

Particular cooperation obligations

You are obliged:

- to ensure that you are contactable at all times.
(Section 10 AsylG in conjunction with Section 47 (3) AsylG)
- to remain on a regular basis in the accommodation assigned to you. (Section 50 [6] Asylum Act)
- to present facts and evidence to substantiate your asylum application. (Section 25 Asylum Act)
- to appear in person at a hearing/summons. (Section 25 [1] Asylum Act; Section 61 German Social Code [SGB I])
- to comply with the requirements in the notifications and letters sent to you.
- to state all facts that are relevant for the benefit and to agree to the provision of the required information by third parties upon request of the competent benefit provider (Section 60 [1] no. 1 German Social Code [SGB I])
- to immediately register any changes in circumstances that are relevant for the benefit or about which declarations have been made in connection with the benefit. (Section 60 [1] No. 2 German Social Code [SGB I])
- to designate evidence and, at the request of the competent benefit provider, to submit or agree to the submission of documentary evidence. (Section 60 [1] No. 3 German Social Code [SGB I])

A violation of the above-mentioned duties to cooperate may, if applicable, lead to a reduction/withdrawal of the asylum seeker benefits or to a rejection/refusal of the asylum application.

 [Information flyer of the BAMF about rights and duties in the asylum procedure](#)
(also in **many languages**)

 [Video of the BAMF about rights and duties in the asylum procedure](#) (also in **many languages**)

What happens on arrival in Germany?

There is a prescribed procedure that you and the official bodies must follow.


1. If you do not have the necessary entry documents, you can apply for asylum at the border. In case of unauthorised entry, you have to report **immediately** to a reception centre or apply for asylum at the “Ausländerbehörde” (Immigration Office) or the local police. You will then be sent to an initial reception centre responsible for you. Depending on a person’s country of origin, they can be accommodated in reception facilities for up to 6 months or until the application is decided.
2. At the initial reception centre, you will be registered and briefly interviewed about your reasons for fleeing (initial interview or individual interview by the Government of Upper Bavaria). You will be given a provisional document that allows you to stay in Germany. This is valid until a decision is made on the asylum application. You will be examined by a doctor.
3. During the asylum procedure, you will be personally interviewed by a BAMF member of staff about your reasons for fleeing. After a certain period in the reception centre, you will be allocated to a district according to a predetermined distribution plan and you will be accommodated there. Depending on circumstances, that may be a room in a container unit, in a large house or in a former hotel or guest house.

Unaccompanied Foreign Minors

Refugees under the age of 18 who **entered Germany completely unaccompanied** are called



unbegleitete minderjährige Ausländer = UMA (unaccompanied foreign minors).

These young people are registered with the Youth Welfare Office. The  “Jugendamt” (Youth Welfare Office) talks to the young people and establishes their age. The decision on how old the child is determines whether the “Jugendamt” (Youth Welfare Office) will take care of the underage person (younger than 18) and place them in special accommodation for young people (“**custody**”).

If the age assessment concludes that the **person is of age** (18 years and over), the person will receive a refusal notice and will be treated as an adult. The Youth Welfare Office will bring an interpreter to the appointment.

If you are not yet 18 years old on your proof of arrival, but the Youth Welfare Office gives you a rejection notice, the Youth Welfare Office must enter a new date of birth on the decision. Only then can you have your documents changed by the “Ausländerbehörde” (Immigration Office) and the “Sozialamt” (Social Welfare Office).

Some minors (persons under 18 years of age) travel without their parents, but **with relatives** (for example, with uncle or aunt, with cousins or with older siblings). Your accommodation support will report this to the Youth Welfare Office after your arrival. The Youth Welfare Office talks to the minor and the adult relatives and checks whether the minors can stay there. In addition, the Youth Welfare Office decides whether a guardian is to be appointed. The Youth Welfare Office itself brings an interpreter to the interview.

The adult relatives may also themselves apply to the family court for guardianship. The relative(s) with the guardianship take full responsibility for the minor(s) in place of the

parents.

 [BAMF Focus Study “Unaccompanied Minors in Germany”](#) (German and English)

Residence status (Aufenthaltsstatus)

Probationary permit

Status: Recognised refugees


Background: Certificate confirming the existence of a temporary right of residence, which frequently accompanies the application for the granting or extension of a residence permit (Aufenthaltserlaubnis) submitted to the Bureau for Foreigners (Ausländerbehörde).

Residence permit (Aufenthaltserlaubnis)

Status: Recognised refugees:

Background: Positive decision on the application for asylum




The residence permit is a temporary residence permit. It is issued in accordance with the Residence Act. For refugees, there are various types of residence permits (Aufenthaltserlaubnis) for humanitarian reasons.

- This opens up the option for a future indefinite right of residence (settlement permit, “Niederlassungserlaubnis”)
- Unrestricted access to the labour market
- Responsibility for work placements and social benefits:  [Jobcenter](#)

Asylum seekers

Asylum seekers are issued a residence permit to carry out their asylum procedure until a decision on the asylum application is made. The Bundesamt für Migration und Flüchtlinge – BAMF (Federal Office for Migration and Refugees) makes the decision to accept or reject your application. If the application for asylum is rejected for being unfounded, it is possible to appeal the decision before an administrative court. You are allowed to remain in Germany until the administrative court has reached its decision.

The ID card for asylum seekers includes conditions of employment, residence and possibly territorial limitations.

- If a work permit is necessary, it can be applied for at the  [“Ausländerbehörde” \(Immigration Office\)](#) (employers or employees)
- Responsible for work placements:  [Federal Employment Agency \(Agentur für Arbeit\)](#)
- Responsible for social services:  [Landratsamt - Sachbereich 34.2 Asylleistung](#)

Asylum applicants/asylum seekers

An asylum seeker is someone seeking asylum and who has undergone identification procedures, but has not yet applied for asylum.

Asylum seekers receive a proof of arrival (certificate of registration as an asylum seeker). This is valid for the period between registration as an asylum seeker and official application for asylum at the Federal Office for Migration and Refugees (BAMF).

Refugee recognition

Recognition as a refugee is based on the Geneva Convention on Refugees. Compared to the right to asylum under the Germany's "Grundgesetz" ("Basic Law"), however, it has fewer restrictions. Thus, under the currently applicable law, entry through a safe third country does not lead to exclusion from refugee status from the outset. Moreover, persecution can also come from non-state actors if the state of origin is unable (or unwilling) to provide effective protection. This takes into account the consideration that non-state actors – such as terrorist groups or clans – can pose just as great a threat to the individual as the state.

In order to be recognised as a refugee, the persecution must be linked to a reason for persecution as laid down in the Geneva Convention on Refugees, i.e. to

- a person's race
- a person's religion
- a person's nationality
- a person's political conviction
- a person's membership of a particular social group. It must be an innate characteristic (for example, skin colour or gender) or a characteristic trait (for example, religious belief or sexual orientation) that is so essential to identity or conscience that the person concerned should not be forced to renounce it. The term **inalienable characteristics** also applies in this context.

Recognition as a refugee is excluded if there are safe regions in the country of origin where the applicant can find internal protection. However, it must also be reasonable to expect that the person will be able to live there and make a living. A place where the person would not be able to secure his or her economic subsistence level is not considered a relevant domestic flight alternative.

Those who are recognised as refugees not only receive a residence permit for three years, which can subsequently be converted into an unlimited residence permit (settlement permit), but also a blue travel document for refugees. This is recognised as an identity document by all states that have signed the Geneva Convention on Refugees.

Recognised refugees can attend an integration course.

They are also free to choose their place of residence within Germany and can travel visa-free within the Schengen area for a period of three months.

Family reunification is possible under certain facilitated conditions: If family reunification is applied for within 3 months after asylum recognition, the family's livelihood does not have to be secured in order to be allowed to bring family members to Germany. Furthermore, the spouse joining the family does not have to prove their knowledge of German.

Source:




<https://www.bpb.de/gesellschaft/migration/kurzdossiers/224699/schutzanspruch-im-deutschen-asylverfahren>

Download on 21.09.2021

Tolerated person

Background: Negative decision on the application for asylum

A **“Duldung”** is a temporary postponement of deportation. This document is only granted if deportation is impossible for legal, practical, humanitarian or personal reasons.


- General regulation for temporary legal suspension of deportation for certain groups by order of the highest state authority for a maximum duration of 3 months (“suspension of deportation”)
- A work permit is always necessary and can be requested from the  [“Ausländerbehörde” \(Immigration Office\)](#) (employer or employee)
- Responsible for work placements:  [Federal Employment Agency \(Agentur für Arbeit\)](#)
- Responsible for social services:  [Landratsamt - Sachbereich 34 Asyl und Integration](#)

I have received a positive decision from the BAMF

Your decision is positive, which means that you are recognised as entitled to protection.

These are your next steps now:


Refugee and Integration Counselling (Flüchtlings- und Integrationsberatung)

For all questions that now arise and for correspondence with the authorities, the  [Refugee and Integration Counselling Centres](#) will support you.

Landratsamt-Sachgebiet 33 Ausländerwesen

Immediately after the positive decision from the BAMF has been delivered, you must apply for a **“Fiktionsbescheinigung” (probationary permit) or electronic residence title (eAT).**

1. Application for asylum

You can use the  [“Online Application”](#) or fill out the form “Antrag Aufenthaltstitel” (“Application for Residence Permit”) and send it to the “Einwohneramt” (Residents’ Office). You can download the form online or pick it up at the information desk at the “Einwohneramt” (Residents’ Office). If necessary, please bring an interpreter with you to the application who can translate your request (the reason for the visit).

2. Appointment

As soon as the form has been received and processed by the Immigration Office, you will be sent a letter with date for an appointment as well as a list of all required documents. Important: Have a “Fiktionsbescheinigung” (probationary permit) issued as a temporary replacement document (we need for the




[Jobcenter](#)).

3. Collection

You will receive a letter informing you that you can pick up your new permit.

Jobcenter

From now on, you will no longer receive your money from the  [Landratsamt Sachgebiet 34 Asyl und Integration](#), but must apply to the



Jobcenter.

1. Personal appointment

- You must go to the Jobcenter during opening hours
- There you will be registered as a customer
- Your background will be registered
- A counselling appointment is made with the “Leistungsabteilung” (benefits department) and an appointment is made with the “Arbeitsvermittlung” (employment service)
- You will be registered as a jobseeker

2. Benefits department

- **Important:** There is no consultation without an appointment.
- Benefits are applied for via the competent benefits officer.


3. Job Placement Service

- **Important:** There is no consultation without an appointment.
- If you have certificates or letters saying that you are required to attend an integration course or confirming that you have taken part in an integration course, bring them with you.
- If you have documents about school attendance, training, references, recognition of qualifications obtained abroad etc., please bring them with you.
- Please report on any special skills (crafts, language skills, ...).
- Think about the area of work that interests you.

Landratsamt - Sachbereich 34.1 Unterkunftsverwaltung

As a recognised refugee, you must try to find your own flat. Therefore, you will receive a notice to move out of the asylum accommodation.

Health insurance

As soon as you have a residence permit (Aufenthaltstitel), you must register with a regular  [health insurance](#) provider. From the health insurer, you will get a health insurance card. With this card, you have the right to the same health services as all residents in Germany.


I have received a negative decision from the BAMF


If an asylum application is rejected, an obligation to leave the country follows.

The decision on the application for asylum is given in writing. The letter also includes the reason for the decision.

- In the case of a **simple refusal**, the person concerned is given an exit deadline of **30 days**.
- In the case of a **rejection** of an asylum application **that is manifestly unfounded**, on the other hand, the time limit for leaving the country is only one week.

If no voluntary departure takes place within the set period, this will be enforced by the competent “Ausländerbehörde” (Immigration Office) through deportation. The respective “Ausländerbehörde” (Immigration Office) is responsible for enforcing a repatriation. However, they have the possibility to temporarily suspend a repatriation and to grant a tolerated status or a temporary residence permit if there are obstacles to repatriation that could not be taken into account in the decision of the Federal Office.

In addition, a  [voluntary return](#) is possible at any time. The German authorities offer various return programmes for those interested in returning.

A rejected application may be  [appealed](#) through the appropriate legal channels. An appeal against the decision can be made to the Administrative Court.

The deadlines for filing an appeal are very short.

Persons obligated to leave the country

In Germany, “**Ausreisepflicht**” is understood as the legal obligation to leave German territory. The obligation to leave the country generally concerns persons who do not have German citizenship and do not have (or no longer have) a right of residence in Germany.

Family asylum and international protection for family members

Family members of those with subsidiary protection also receive asylum (**by application**) and the status of “person entitled to subsidiary protection” (right to asylum/status of refugee or subsidiary protection).

When it comes to family asylum, a family member is:

- Spouses or registered civil partners
- any underage, unmarried children
- the parents with custody (custody usually includes the rights of parents with respect to their children) of underage, unmarried children

- other adult persons, who are the registered guardians of underage unmarried children
- the underage unmarried siblings of minors

A prerequisite for spouses is that

- a valid marriage has already existed in the country of origin
- the application for asylum was lodged before or at the same time as the person entitled to protection, at the latest immediately after entry into the country
- the entitlement to protection is incontestable and cannot be revoked

Born in Germany:

If a child is born in Germany after the parents have applied for asylum, the legislator offers the possibility of a separate asylum procedure for the protection of children under certain conditions. For this, the parents (at least one must still be undergoing the asylum procedure) or the Ausländerbehörde (Immigration Office) must inform the Bundesamt (Federal Office) of the birth. In the interest of the new-born, the asylum application is automatically considered submitted. The parents can submit asylum reasons for the child that relate specifically only to him/her. If this is not done, the same reasons as those of the parents will apply. Legal action remains open in this case should an application be rejected by the Bundesamt (Federal Office).

In addition, for the protection of the child, under-age children cannot be separated from their parents if an application has been rejected.

You can find more information on this at the BAMF.

 [Family reunification \(BAMF\)](#)


Asylum benefits

Payday dates

The payment card has now been fully introduced in the district of Weilheim-Schongau.

This means that the previous payday dates are no longer valid and have been cancelled with immediate effect.

Other asylum benefits

Other benefits according to  [Section 6 Asylum Seekers' Benefits Act \(Asylbewerberleistungsgesetz\)](#) are, in particular:

Expenses essential for subsistence:

- Additional nutritional requirements (e.g. food for the sick)

- Additional needs for expectant mothers
- Initial equipment for pregnancy and birth
- ...

Costs that are essential to safeguard health:

- Aids to prevent the consequences of illness or increased risk of accidents (e.g. glasses, hearing aids, orthopaedic aids)
- Temporary stay in a women's shelter
- Care benefits in kind
- ...

Costs required to meet the special needs of children:

- Inclusion assistance for disabled children
- Admission of a child with multiple disabilities to an integrative kindergarten
- ...

Costs necessary for the fulfilment of a person's obligation to cooperate under administrative law :

- Costs for the presentation or procurement of an identity document or passport or passport substitute
- Travel costs to the ZAB, to the BAMF
- Expenses for passport photos for a passport application, for example
- Costs for the imminent termination of residence in case of willingness to leave voluntarily
- ...

The list is not exhaustive!

The **individual case** must always be examined.

Please submit applications for other benefits according to Section 6 Asylum Seekers' Benefits Act to  [Landratsamt-Sachbereich 34.2 Asylleistungen](#).

Bavarian payment card

10 FACTS about the Bavarian payment card for asylum seekers

Bavaria is the first state in Germany to introduce a payment card for the granting of benefits in accordance with the Asylum Seekers Benefits Act (AsylbLG).

The programming and provision of the entire system is being by PayCenter GmbH, an e-money institute based in Freising.

1. What will the card look like?

Like a normal EC or debit card. A neutral design prevents stigmatisation.

2. Who will receive the payment card?

In principle, every person entitled to benefits under the AsylbLG from the age of 14 years of age. Minors will only have access to part of the total of the total needs to which the family is entitled.

3. How much money will be credited to the payment card each month?

This depends on various factors, such as age, family status and type of accommodation. The asylum seekers receive a credit on the card, which corresponds to their individual entitlement under the entitlement under the AsylbLG. These are, for example
For a single adult living in shared accommodation, this is usually accommodation, this is usually 460 euros per month, for a single adult living in adult living in ANKER (with catering), just under 134 euros per month.

4. How much cash can be withdrawn per month? And where?

A maximum of 50 euros per person per month can be withdrawn in cash withdrawals: at any cash machine and at supermarket checkouts, provided the the respective retailer offers this. If, for example
30 euros have already been withdrawn (no matter where), then another 20 euros can be withdrawn (no matter where). Cashless payments are authorised up to the the amount of credit available on the card.

5. Are there regional and other restrictions?

Yes, whereby the applicable rules on the area of residence in the Asylum and Residence Act. A restriction of the regional validity is therefore possible up to the level of the district or the city is possible. In addition, online purchases and purchases and bank transfers are not possible.

6. Is the purchase of individual goods (e.g. alcohol or tobacco products) excluded? sectors or retailer groups excluded?

It is not technically possible to exclude individual product groups.
It is possible to exclude merchant groups such as money transfer services (e.g. Western Union). money transfer services (e.g. Western Union or MoneyGram).
These are excluded.

7. Who issues the payment cards?

The following are responsible - as previously for cash benefits the district offices and independent cities.

8. Can the €49 ticket be paid for with the payment card?

Yes, online payment is not possible, but can be authorised by the (district authority or independent city) for individual offers, the 49-euro ticket, for example.

9. When will the payment card be introduced?

The test phase will start at the end of March in the districts of Fürstenfeldbruck, Günzburg and Traunstein districts and in the independent city of Strau-

bing. The Bavaria-wide roll-out is planned for the second quarter of 2024.
planned.

10. Who will cover the costs for the payment cards?

The Free State of Bavaria will cover the costs for the cards and the and the payment card system, thereby reducing the burden on local authorities.

[factsheet_payment_card_web.pdf](#) <https://bezahlkarte.eu/>

[Notes_payment_card_german-english.pdf](#)

[46th info letter from 23.05.2024 on the payment card.pdf](#)

[45th info letter from 04/04/2024_payment card.pdf](#)

Accommodation

Charging in state-run accommodation

Information on the charging of fees in state-run shelters

[2022-11-15 Attachment fees governmental asylum ac...](#)

[2022-11-15 Attachment fees governmental asylum ac...](#)

“Bezirkssozialbetreuung” (District Social Care)

Asylum seekers who live in decentralised accommodation are looked after and supported in their day-to-day affairs several times a week on site by employees of the District Office, the district social workers. Accommodation administrators and caretakers are responsible in the government’s shared accommodation.

The “Bezirkssozialbetreuung” (District Social Care) is thus the point of contact for the following topics:

Accommodation for asylum seekers

- Fitting out the accommodation with furnishings
- Replacement or repair of damaged equipment or the organisation of repair work
- Carrying out minor repairs on site
- Reporting deficiencies in the shelters
- Key management
- Familiarisation of residents with the flat and house rules

- Discuss the list of doctors and emergency numbers
- Explanation of waste separation and waste collection
- Instruction on the washing machine and the scope of cleaning agents and detergents
- Organisation and implementation of physical moves within the district
- Checking the smoke detectors for their proper functioning
- Checking compliance with fire safety regulations
- Checking the properties for order, cleanliness and compliance with the house rules
- Checking attendance in the shelters
- Monitoring the consumption of electricity, gas, heating oil

Provision and support for asylum seekers

- Determine the need for job opportunities and select and monitor suitable persons
- Support for asylum seekers and cooperation with volunteers
- On-call duty: Monday to Thursday from 6:00 PM, Friday from 12:00 PM, Saturday, Sunday and public holiday 24 hours
- Counselling and answering the questions of asylum seekers of any kind such as **When and where can I get help, Naming of contact persons in the office**, contact persons from helper circles and others
- Work out possible solutions and discuss them with the parties involved, including landlords, neighbours, asylum seekers, support groups in the event of conflicts
- Help with official matters, such as job centre, family insurance fund and others
- Providing residents with all materials and things granted by the authorities (for example, brooms, mattresses, crockery, spare keys and others)
- Regular determination of the quantity and distribution of cleaning agents to the asylum seekers

Change in accommodation

The asylum shelters in the district are equipped with all the necessary furnishings. Including

- a bed
- a lockable cupboard
- a table for several people with chairs
- a refrigerator
- a cooking facility
- your own mailbox
- washing machines

Each resident also receives the following upon moving into the accommodation

- Bed linen
- Cushion
- Duvet
- Towels



- Basic equipment consisting of pots, cutlery and crockery

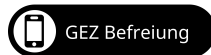
If you have a justified need, you can apply for additional items for the accommodation. Only one modification may be submitted per application. As a matter of principle, only fully completed applications will be processed.

You can find the application for change in asylum seeker accommodation  [here](#).


Exemption from radio licence fee

If you receive benefits under the Asylum Seekers' Benefits Act, you can apply for exemption from the obligation to pay radio and television licence fees.

- You can obtain the application form from the "Rathaus" (town hall) of your  [municipality of residence](#), or
- you can submit the application  [online](#)



The application must be completed in full.

 Please remember that you still need to enclose a copy of the current certificate of the approval notice on the receipt of asylum seeker benefits with the application.

Private residence

Only if one of the following 4 exceptional reasons applies, may you submit an **application to move out of the decentralised accommodation and into a private residence within the district**.

1. Illness makes accommodation in decentralised housing impossible.

You must provide evidence of this in the form of a meaningful, detailed specialist medical opinion with a diagnosis. The specialist medical opinion must not be older than 4 weeks.

2. Pregnancy makes accommodation in decentralised housing impossible.

You must provide evidence of this in the form of a meaningful, detailed specialist medical opinion with a diagnosis. The specialist medical opinion must not be older than 4 weeks.

3. Your income or assets are large enough to cover your entire living expenses (and those of your family, if applicable).

Whether your income or your assets are sufficient will be checked on the basis of the needs of the Asylum Seekers' Benefits Act. As **proof of sufficient assets** you must submit suitable evidence (for example, a confirmation of assets from your bank, bank statements, savings books). These certificates must be in German. They must be no more than 2 months old.

As evidence of a secure income, the following sources of proof, described in more detail in the application, are required:

- Employment contract or training contract
- Confirmation that you have successfully passed the probationary period
- Confirmation from the employer that your employment relationship is expected to continue in the future
- At least your 3 most recent payslips
- Confirmation that you have not received any benefits under the Asylum Seekers' Benefits Act since taking up employment
- Confirmation from the "Gebührenabrechnungsstelle" (Fee Settlement Office) that you have settled any existing fee debts or that an instalment payment agreement has been concluded and 3 monthly instalments have been paid

At least one person of your family is entitled to move out of the decentralised accommodation due to their residence status.

In this case, for example, a


- marriage certificate
- acknowledgement of paternity or a
- declaration of joint parental care is to be submitted

Other important sources of proof:

In addition, the following documents must always be attached to the completed application:

- a current copy of the identity papers
- Complete rental agreement (without signature – you may not sign the rental agreement until your application has been approved)
- If applicable, a declaration of consent from the landlord/landlady concerning your move in (required for subtenancy agreements)

Who can help me with the application?

If you need help with your application, please contact the  [Refugee and Integration Counselling Office](#). Perhaps your employer or your future landlord can also help you.

House rules of the decentralised accommodation for asylum seekers

The Weilheim-Schongau District Office issues the following House Rules for the decentralised accommodation for asylum seekers:

1. Scope of application

These house rules apply to all persons staying in the decentralised accommodation for asylum seekers in the district of Weilheim-Schongau. In particular, the employees of the companies working in the buildings (e.g. administrative staff, security service, cleaning service, tradespeople) as well as the social associations and volunteers must also comply with the house rules.

The domiciliary right extends to all buildings, in particular, for administration, utilities and the actual accommodation, as well as the associated open spaces under the ownership of the Free State of Bavaria (hereinafter only referred to as "accommodation"). Special written service regulations issued by the Weilheim-Schongau District Office take precedence over the house rules. The house rules are to be displayed prominently in all accommodation. In the event of a notice being posted in several languages, the German version shall be binding.

2. Operator and exerciser of domiciliary rights

The operator of the building or the accommodation is the Free State of Bavaria, represented by the Weilheim-Schongau District Office, Department 34. It is the holder of the domiciliary rights.

The Weilheim-Schongau District Office is responsible for exercising domiciliary rights. In individual cases and on behalf of the Weilheim-Schongau District Office, this is delegated to the active property manager(s) and the instruction-dependent security service in the event of absence. The provisions of the house rules are immediately enforceable and may be enforced by way of administrative enforcement. Insofar as the necessary measures were caused by the fault of a resident or other persons staying in the accommodation, they shall be obliged to compensate for the damage and expenses incurred.

Only the Weilheim-Schongau District Office is entitled to transfer the right to use the premises to third parties.

In exercising the right of domicile, rooms may, in particular, be assigned, relocations may be made, rooms may be inspected (for details, see section 8), access controls may be carried out, unauthorised persons may be expelled from the accommodation, including by using physical force in compliance with the principle of proportionality, or house bans may be issued. To maintain safety and to preserve the domestic peace, we may order additional bans and measures. Additional prohibitions and measures may be issued to maintain security and order and to preserve domestic peace.

At the entrance to the accommodation and, in case of justified suspicion – including in the accommodation – the Weilheim-Schongau District Office may check the residents and other persons for access and searches, in particular, for possession of inadmissible objects (see in particular sections 6 and 18), and carry out bag checks for this purpose. The luggage carried may be checked and the person's outer clothing searched. The search requires the consent of the person to be searched and will not be enforced with coercion by the Weilheim-Schongau District Office, the property manager or the security service. The checks are carried out by persons of the same sex. The search must be carried out in such a way that the sense of

honour of the person being searched is not violated, and that a degree of proportionality is maintained. Persons carrying unauthorised items who do not voluntarily hand them in or dispose of them, or who do not consent to a search, will be denied access. If necessary, the police will be called in.

3. Residents and beneficiaries in the accommodation

The persons accommodated in the respective accommodation (male/female/non-binary) are asylum seekers and other residents entitled or tolerated by their status. Unauthorised or tolerated persons must leave the accommodation immediately.

Residents and visitors (male/female/non-binary) are obliged to show mutual consideration. You must behave in such a way that other residents, the Weilheim-Schongau District Office and the employees (in particular, also the house manager and security service) and neighbours of the accommodation are neither endangered nor harmed or harassed. This also applies to the Weilheim-Schongau District Office and its employees. Residents and visitors must follow the instructions of the Weilheim-Schongau District Office, the house managers and the security service; in particular, unauthorised persons must leave the accommodation.

Violence in any form, be it psychological, physical or structural, is to be refrained from. This includes, in particular, violence against children (abuse, neglect), violence in partnerships, sexual violence, stalking and harassment. Discriminatory statements and actions aimed at a person's origin, gender and religious affiliation or sexual orientation or sexual identity are to be refrained from towards residents, employees and volunteers.

At the request of the Weilheim-Schongau District Office, the house management, the security service or one or another representative who has been separately authorised to do so by the Weilheim-Schongau District Office, the residents, visitors or other persons authorised or tolerated to stay must show their official personal documents (for example, identity card, proof of arrival or residence permit, toleration or residence permit).

In principle, the residents are entitled, tolerated and, if necessary, obligated to live in the shared accommodation. Regular attendance checks are carried out. If a resident is not found in the accommodation for a period of three weeks without a justifiable reason (e.g. hospitalisation), he or she is booked out and the information is passed on to the competent authorities. Reference is made to point 6.

In addition to the police, fire brigade, customs and rescue services, only residents, the Weilheim-Schongau District Office, the property managers, people permanently employed (regularly in their own office) in the accommodation (in particular, service providers, refugee and integration counsellors), as well as other non-profit organisations approved by the Weilheim-Schongau District Office or volunteers who provide support services (for example, childcare, leisure and educational services) are entitled to access the open spaces and generally accessible rooms.

Otherwise, visitors (e.g. relatives, volunteers, unless already covered by section 3) are only permitted to stay in the accommodation with the permission of the Weilheim-Schongau District Office, the house management, the security service or another representative who has been separately authorised by the Weilheim-Schongau District Office to do so. For further details, please refer to Clause 4.

Employees working in the accommodation on a short-term basis (in particular, craftsmen/tradeswomen, suppliers, representatives of public authorities) shall be granted access against proof of authorisation (for example order, service card, consultation with the Weilheim-Schongau District Office).

All residents born after 31.12.1970 must – in accordance with Section 20 Infection Protection Act (Infektionsschutzgesetz) – submit proof to the administrative function that they have been vaccinated against measles within four weeks of moving in. The same applies to all persons born after 31.12.1970, as well as to persons working regularly (not only for a few days a year) and not only temporarily (not only for a few minutes at a time, but for a longer period) in the accommodation (also volunteers), before they start their activity.

4. Visitors

Visitors are only permitted to stay in the accommodation from 8.00 AM to 10.00 PM with the permission of the Weilheim-Schongau District Office, the house management function, the security service or other representatives who have been separately authorised to do so by the Weilheim-Schongau District Office. In justified individual cases, the persons named in sentence 1 may allow exceptions.

Visiting permission can be refused or revoked, in particular, if there is a house ban in place, the visitor has repeatedly violated the house rules without a house ban having been issued or other reasons relating to security and order in the accommodation are against this.

The following special regulations apply to visiting minors:

- When accompanied by a parent or guardian, there are no restrictions on the visiting times mentioned in point 4.
- Before the age of six, visits to the accommodation are only permitted if accompanied by a parent or guardian. The parent/guardian must be present for the entire duration of the visit.
- After the age of six and before the age of eighteen, a visit to the accommodation is only permitted from 8.00 AM to 6.00 PM without the accompaniment of the legal guardian(s).
- In justified individual cases, the persons named in item 4 may allow exceptions.

Visitors must behave in such a way that others are neither endangered nor subject to harm or harassment. Any visit is done so at your own risk.

5. Overnight stays

Visitors to the accommodation are generally not permitted to stay overnight in the accommodation (staying in the accommodation beyond 10.00 PM in the evening).

In exceptional cases, the Weilheim-Schongau District Office may grant written permission upon a justified application made at least one working day in advance. The written authorisation must be presented by the visitor at the request of the Weilheim-Schongau District Office, the building management function, the security service, the police in the course of their duties or any other authorised representative who has been authorised to do so separately by the Weilheim-Schongau District Office.

Exceptional cases exist, in particular, in the case of:

- a first- or second degree relationship between the resident and the visitor
- spouses/partners, life partners of the resident, or
- persons nominated by residents to look after children when they are absent, for example, during a stay in hospital.

Permission can only be granted for a maximum of three days at a time. Following this, a new application must be submitted.

In case of overnight stays without permission, the visitor will be banned from the premises. This may only be waived in justified exceptional cases.

6 General information

Representatives, traders, merchants, representatives of religious communities, associations or other organisations are prohibited from entering the accommodation for the purpose of concluding contracts, subscriptions, soliciting members, missionary activities or similar. This also applies to persons who offer goods or services against payment or who advertise. Violators will be charged with trespassing. Each resident is obligated to report such persons immediately to the Weilheim-Schongau District Office, the house management team, and the security service.

Entry into the accommodation by **representatives of the media** for the purpose of public reporting is only permitted with the permission of the press office of the Weilheim-Schongau District Office. In the case of photographs and other recordings, the personal rights of all persons staying in the accommodation, in particular the right to one's own image, must be respected.

Entering the accommodation with **animals** and keeping animals of any kind is generally not permitted in the accommodation.

The possession of weapons of any kind (including gas and alarm pistols, imitation weapons, dangerous objects such as dangerous knives that can be used as weapons) in accordance with Section 1 (2) **Weapons Act** is prohibited in the accommodation. The occupants are prohibited from possessing protective weapons in accordance with Article 16 (1) Bavarian Assembly Act (BayVersG). If possession is not punishable, the objects will be confiscated and disposed of. In the event that possession of an item is deemed to be a criminal offence, the situation in which it was found shall be left as unchanged as possible (otherwise, it shall be temporarily kept in safe custody), the event and witnesses (including residents) shall be documented, the police shall be informed and left to take further measures, and a corresponding criminal complaint shall be filed.

Since the possession and consumption of addictive substances according to Annexes I to III of the **Narcotics Act** and the Annex to the **New Psychoactive Substances Act**, as amended, as well as trafficking in these substances, are prohibited in Germany – and thus also in the accommodation, if the substance is found in the accommodation, the situation in which it was found shall be left as unchanged as possible (otherwise, it shall be temporarily kept in safe custody), the event and witnesses (including residents) shall be documented, the police shall be informed and left to take further measures, and a corresponding criminal complaint shall be filed.

The possession and consumption of **alcoholic beverages** is prohibited for residents in the accommodation. The unauthorised items will be confiscated and disposed of.

Smoking is strictly **prohibited** in the accommodation buildings (including hookahs and electronic cigarettes). This also applies to the areas in front of the windows. In case of violation, the smoking utensils will be confiscated and forfeited. In the outdoor area, smoking is permitted in the designated areas.

Any kind of **prostitution** and its promotion are prohibited.

The Weilheim-Schongau District Office or the building management team and the security service must be notified immediately in the event of the following:

- Fire hazards, fires
- Infectious diseases
- The occurrence of vermin
- Damage to the buildings or furnishings occurs
- Criminal offences committed in the accommodation, in particular, theft, damage to property, bodily harm and threats

as well as other important incidents from which an imminent threat to security and order can be concluded, in particular

- planned crimes
- discrimination on the grounds of religious belief or sexual orientation
- violence in the family
- child welfare endangerment
- prostitution and
- suicide attempts.

The property management team or the security service shall immediately report these incidents to the Weilheim-Schongau District Office and arrange for the necessary steps to be taken if there is imminent danger (such as, if necessary, immediate notification of the police, fire brigade and/or rescue service as well as damage control measures).

The Weilheim-Schongau District Office must be notified in good time of the departure, return and whereabouts in the event of a longer absence (more than 3 days) at asylundintegration@lra-wm.bayern.de.

Lost property must be handed in immediately to the Weilheim-Schongau District Office, the building management team or the security service and kept there in a safe place.

7. Allocation and equipment

The rooms are allocated by the Weilheim-Schongau District Office and the person(s) authorised by them in individual cases. Residents are not entitled to be allocated a specific room. The Weilheim-Schongau District Office has the right to issue the order for a relocation within the accommodation or to other accommodation for organisational reasons, in particular, due to capacity utilisation, as well as for reasons of public safety and order. A transfer order must be adhered to by every resident. It does not require a separate justification. A room may not be changed without the prior consent of the Weilheim-Schongau District Office.

Residents in particular need of protection – which in individual cases may include women, families with small children or other persons who require special protection – should be allocated an especially suitable room, if necessary, in a separate building/building wing/section of a building or floor, if possible and in consultation with the Weilheim-Schongau District Office. Medical considerations shall be taken into account wherever possible.

The furnishings provided are to be treated with care and must remain in the places or rooms provided for them. In the event of damage or loss, the person responsible for the damage is liable if he or she has caused the damage at least negligently.

The installation of additional furniture and electrical equipment is generally not permitted. The Weilheim-Schongau District Office may grant an exception upon written and justified application. The Weilheim-Schongau District Office shall not be liable for items brought in, with the exception of cases of intent or gross negligence.

Approval shall be refused, in particular, if

- occupancy capacity is affected
- fire protection is no longer guaranteed due to the additional furniture or electrical equipment, or
- the furniture or electrical appliances pose a risk to the accommodation or its occupants (in particular, pest infestation, risk of injury).

If there is no permit for the additional furniture or electrical appliances and if they are not eligible for approval, the Weilheim-Schongau District Office or the property management team may carry out an eviction. Objects that pose a direct risk to the accommodation and the residents (especially in the case of pest infestation) and that are objectively worthless or cannot be expected to yield any proceeds – taking into account the costs – will be disposed of immediately by the Weilheim-Schongau District Office or the property management team at a charge. The resident will be informed of this in writing. The remaining items subject to removal will be stored by the Weilheim-Schongau District Office or the property management team for the duration of a maximum of three months for the occupant, if necessary at a charge. Within this period, the resident must dispose of the items at his/her own expense. If this deadline expires unsuccessfully, the Weilheim-Schongau District Office shall issue a final written request setting a deadline of a further two weeks. The written request is not necessary if the resident is absent without leave, is abroad and cannot be reached there or if the whereabouts are unknown for other reasons. Following the unsuccessful expiration of this period, the items will be disposed of by the Weilheim-Schongau District Office at a charge. If any proceeds remain after deduction of the costs, these shall be surrendered to the beneficiary. If a beneficiary does not exist or cannot be determined, the proceeds shall be deposited. Any claim to the surrendering of the proceeds shall expire three years after the end of the year in which the proceeds were realised.

Unauthorised structural or technical changes, for example, to heating systems, sanitary installations, SAT systems, communication systems and electrical systems are prohibited.

Upon moving out of the accommodation, the resident must return all items provided to the Weilheim-Schongau District Office. Items handed over for consumption or retention are excluded. The room – in particular, the bed and the locker – are to be handed over in a clean condition and, apart from the items provided, completely vacated. If objects are nevertheless left behind, they will be removed from the room by the Weilheim-Schongau District Office after you have moved out. In the event that possession of an item is deemed to be a criminal

offence, the situation in which it was found shall be left as unchanged as possible (otherwise, it shall be temporarily kept in safe custody), the event and witnesses (including residents) shall be documented, the police shall be informed and left to take further measures, and a corresponding criminal complaint shall be filed. Rubbish and objects that pose an immediate danger to the accommodation and the residents (especially in the case of pest infestation) and that are objectively worthless or cannot be expected to yield any proceeds, taking into account the costs, will be disposed of immediately by the Weilheim-Schongau District Office at a charge. The resident will be informed of this in writing. Written notification is not necessary if the resident has disappeared, is abroad and cannot be reached there, or if his/her whereabouts are unknown for other reasons. All other items will be stored by the Weilheim-Schongau District Office for a maximum period of three months for the resident, if necessary at a charge. Within this period, the resident must dispose of the furniture at his/her own expense. If this deadline expires unsuccessfully, the Weilheim-Schongau District Office shall issue a final written request setting a deadline of a further two weeks. The written request is not necessary if the resident is absent without leave, is abroad and cannot be reached there or if the whereabouts are unknown for other reasons. Following the unsuccessful expiration of this period, the items will be disposed of by the Weilheim-Schongau District Office at a charge.

The resident has to take care of his/her personal belongings him/herself. In the event of loss or theft, the Weilheim-Schongau District Office and the property management team shall not be liable, with the exception of cases of intent or gross negligence.

8. Room inspections

The Weilheim-Schongau District Office or the house management function and the security service may enter the residents' rooms upon request or at previously fixed dates, in order to ensure and maintain security and order in the accommodation (in particular, occupancy checks, room checks and hygiene checks). Furthermore, the aforementioned persons, if necessary accompanied by persons from other agencies or organisations, may enter the rooms even in the absence of the residents, if the underlying facts justify the assumption that:

- there is an imminent danger to the security and order in the accommodation
- urgent structural, technical or hygienic deficiencies need to be remedied or
- unauthorised persons are to be expelled from the accommodation.

During the generally applicable night quiet time from 10 PM in the evening to 6 AM in the morning, entering the rooms of the accommodated persons is only permitted in urgent cases.

The resident must give priority to allowing the above-mentioned persons to look into the room. Access shall be granted if this is the only way to settle the matter.

The residents' privacy must be respected and guaranteed as far as possible. As a rule, the visit must be announced by a knock and a reasonable waiting time.

In the event of any culpable delay or a deliberate obstruction of the visiting party by the resident, the Weilheim-Schongau District Office may demand compensation for the costs incurred as a result.

9. Maintenance of the rooms and the communal facilities

The residents are obligated to keep the used parts of the building, facilities and installations clean and to take care of them. In particular, residents are obligated to clean and regularly ventilate (at least three times a day for at least five minutes, to prevent mould growth) their own room and the common rooms.

House entrance doors, laundry room doors and cellar room doors must be kept closed at all times.

When cold weather sets in, the occupant is obliged to take precautions to protect against frost damage. Stairwell windows, laundry room windows, toilet windows, bathroom windows and room windows must be kept closed during snowfall, rain and storms. The obligation to close the windows primarily affects the occupants and users of the respective buildings.

Residents are obligated to report any damage in the house, in the rooms, in the communal facilities and in all technical installations, as well as the occurrence of pest infestations to the Weilheim-Schongau District Office, the house management or the security service without delay. The residents are liable for all culpable damage according to the general regulations. The residents are jointly and severally liable for damage within the assigned rooms, insofar as they are in a partnership of convenience that is not merely accidental or unintentional. Such a partnership of convenience exists, in particular, if it is a question of spouses, household members of a marriage-like cohabitation or other connection established with the will of the persons concerned, which was also decisive for the fact that the persons concerned were assigned to the same room.

10. General rules about noise

There is a general rule to keep noise to a minimum in the facility from 10 PM to 6 AM and from 12 PM to 2 PM. Please also observe the ordinances issued by the locally responsible municipalities (noise protection ordinance), as well as the house rules imposed in the accommodation units rented by us. Noisy activities are not permitted within the entire accommodation during this time.

Noise, especially from sound-producing devices (for example, radios, loudspeakers and tape recorders) as well as televisions, record players and smartphones, must be kept at room volume even outside quiet hours.

Meetings in the rooms must not disturb the peace and quiet of other residents or neighbours of the accommodation.

Any domestic work that disturbs the peace or other activities that cause noise may only be carried out between 8.00 AM and 1.00 PM and between 3.00 PM and 6.00 PM from Monday to Friday and between 8.00 AM and 12.00 PM on Saturday. On Sundays and public holidays, no domestic work that disturbs the peace or activities that cause noise may be carried out.

11. Waste disposal

Rubbish and cigarette butts are to be collected in the rubbish bins and ashtrays provided. In particular, it is forbidden to throw cigarette butts into green spaces.

Waste, packaging material and the like must be separated and shredded. It is forbidden to leave rubbish, glasses or bottles next to the rubbish containers or outside. Food waste must be disposed of immediately.

It is forbidden to use the drains of toilets, bathtubs, sinks and washbasins for waste disposal or for any other reason to insert any objects that may cause a blockage there. Any person causing the damage will be liable for the cleaning and any damage.

Large and bulky waste may not be stored in the flats or in the basement corridors or hallways, nor outside the flats in front of the windows or on the balconies.

Also, outside the accommodation, and especially in the immediate vicinity, rubbish must always be disposed of in rubbish bins.

12. Antennas and telephones

Without the consent of the Weilheim-Schongau District Office, no extension or conversion work of any kind may be carried out; in particular, no roof aerials or window aerials or satellite dishes may be installed. It is also prohibited to drill holes for cable guides, especially in walls, window frames and door frames.

The installation of residents' own telephone connections or internet connections is not permitted. The Weilheim-Schongau District Office may grant an exception upon written and justified application.

13. Signs

The display of signs, flyers, posters and other notices of any kind is generally not permitted. This does not apply to notices from the Weilheim-Schongau District Office, the facility management function and the social associations and volunteers employed in the accommodation with regard to their counselling services. The Weilheim-Schongau District Office may grant an exemption upon written and justified application at least three working days in advance.

Graffiti, painting, spraying and scratching or any other kind of vandalism to buildings or objects of the accommodation is prohibited.

The unauthorised removal and painting over of notices, signs and information boards of the accommodation is prohibited.

14. Keys

The keys belonging to the usable property shall be handed over to the resident when the rooms are handed over.

The resident shall be liable for all damages resulting from misuse or loss of the key if he/she has caused the damage at least negligently. The loss of keys must be reported immediately to the Weilheim-Schongau District Office during business hours.

Passing on the keys to third parties is not permitted.

Modifications made to the locks and security devices of any kind by the residents are prohibited.

Upon moving out, the occupant is obligated to immediately hand over all keys belonging to the flat to the Weilheim-Schongau District Office. If he/she fails to do so, a replacement will be

made at his/her expense.

If the resident locks him/herself out, he/she can contact the Weilheim-Schongau District Office or the security service. The costs of independently commissioned locksmiths cannot be covered.

15. Water consumption, electricity consumption

Any unnecessary consumption of water, electricity and heating must be avoided.

Water shut-off taps must be accessible at all times if they are located in residents' rooms.

16. Washing and drying laundry

Laundry may only be washed in the existing washrooms. Only the rooms and places intended for this purpose (and the devices installed for this purpose) may be used for drying. In particular, hanging laundry in residents' rooms, on or in front of windows, on radiators and in corridors is strictly prohibited.

Liability on the part of the Weilheim-Schongau District Office or the facility management function in the event of theft or damage to laundry is excluded, with the exception of cases of intent and gross negligence.

Defects in the washing machines and dryers must be reported to the facility management function immediately. The equipment must be used with care and in accordance with the regulations.

17. Use of the communal kitchens

Each resident is obligated to keep the cooking area (hot plate, work surface) clean. Hotplates that have been put into operation must be switched off again. Manipulation of the rotary knobs and timers is prohibited.

Storing food in the communal kitchen is prohibited. Available cupboards must not be locked.

Cooking in the accommodation rooms is prohibited unless the room has been equipped with a kitchen by the Weilheim-Schongau District Office.

18. Fire safety

The fire regulations and provisions of the fire protection regulations must be observed.

In case of fire

- Keep calm
- press an alarm button to notify the fire brigade or
- immediately notify the fire brigade (telephone: [112](tel:112)) and get to safety.
- Afterwards, the Weilheim-Schongau District Office or the facility management function or the security service must be informed immediately.

Emergency exits, escape routes and hallways must be kept clear at all times. Fire doors must not be blocked by wedges or anything else.

Existing fire detectors and smoke detectors must not be damaged, dismantled or tampered with (for example, by removing batteries or taping or covering them). Any misuse of emergency call equipment is a punishable offence and will be reported to the police; any costs incurred will be charged to the culprit.

In particular, the installation or operation of additional heating and cooking appliances (for example, electricity or gas), deep fat fryers, irons and hair straighteners in the rooms is prohibited. Ironing is only permitted in the designated rooms. You are not allowed to tamper with the electrical sockets and must only use proper plugs. Power lines must not be overloaded. Illegally installed and operated equipment will be confiscated and disposed of by the Weilheim-Schongau District Office or property manager/security service provider in accordance with clause 7. Devices that pose a safety risk shall be immediately disposed of at the former owner's expense.

The handling of naked flames and sources of fire, as well as the storage of highly flammable substances and liquids are prohibited in the accommodation. This also applies to fireworks. In the event of any infringement, the unauthorised items will be confiscated and disposed of.

Barbecuing in and on the grounds of the accommodation is prohibited in any form. In the event of any infringement, the unauthorised items will be confiscated and disposed of. Exceptions to this may only be permitted in the case of official events, provided that the organiser guarantees safe use and continuous supervision and demonstrates responsibility for this. Supervision, as well as the assumption of responsibility by the Weilheim-Schongau District Office or facility management function/security service, is excluded, with the exception of cases of intent and gross negligence. The organiser shall require written permission from the Weilheim-Schongau District Office.

Reference is made to the smoking ban in clause 6.

19. Parking and driving with motor vehicles

Parking and driving motor vehicles on the accommodation premises is not permitted. The Weilheim-Schongau District Office, the facility management function, employees and the security service, police, fire brigade, customs officers and rescue services within the scope of the fulfilment of their duties may – where possible and necessary – drive on the premises and park on the premises. Fire brigade access routes must be kept clear at all times. Liability on the part of the Weilheim-Schongau District Office or the facility management function for damage to motor vehicles is excluded, with the exception of cases of intent and gross negligence.

The regulations of the Road Traffic Act apply.

The storage of tyres, spare parts and other items is not permitted in or on the accommodation premises, unless it serves the accommodation facility or the Weilheim-Schongau District Office.

In the event of an infringement, the Weilheim-Schongau District Office or the facility management function may remove the vehicle or material at the owner's (or culprit's) expense.

The Weilheim-Schongau District Office may grant an exception upon written and justified application.

20. You are liable for their children within the framework of the statutory provisions

The use of bicycles, roller skates, skateboards, inline skates and the like on the premises of the accommodation is only permitted in suitable areas and only in such a way that there is no danger to persons or property. Liability on the part of the Weilheim-Schongau District Office for damage to movable property is excluded, with the exception of cases where intent and gross negligence apply. The regulations of the Road Traffic Act apply.

The use of bicycles, roller skates, skateboards, inline skates and similar items within the buildings of the accommodation is generally prohibited.

The parking of bicycles, prams and other bulky items (boxes, bulky removal goods, shoe boxes, clothes dryers, chairs, etc.) on footpaths, in hallways, forecourts and stairwells is strictly prohibited. For the parking of bicycles or prams, the designated spaces are to be used.

In the event of any non-compliance, the Weilheim-Schongau District Office or the administrative management function may remove the bicycles, prams and bulky objects or arrange for this to be done at the owner's (or culprit's expense).

21. Safety regulations

Climbing the fencing of the accommodation site or roofing of the accommodation is prohibited. Objects must not be thrown or passed over the fence. Neighbouring properties may not be entered without permission.

Parents are responsible for the supervision of their children and must ensure that their children observe the facility's house rules. You are legally liable for your children.

22. Infringements


In the event of any violations of the house rules, the Weilheim-Schongau District Office may also temporarily ban residents from the house, and in the event of persistent and intensive violations, it may also permanently ban residents from the house, whereby residents may be transferred to other accommodation.

If clause 18 is violated, the Weilheim-Schongau District Office may block the socket(s) located in the room. In the event of a person carrying inadmissible objects or a person's refusal to allow an inspection at the entrance, the Weilheim-Schongau District Office, the house administrators or the security service may deny access. Unauthorised, heavily intoxicated or aggressive individuals may be refused entry to the accommodation or may be temporarily expelled from the accommodation.

Especially in the case of a violation of an existing house ban, the misuse of emergency response installations (for example, unnecessary triggering of fire alarms), interference with warning signs and prohibition signs, protective devices and rescue equipment (for example, damaging fire alarms or fire extinguishers, the blocking of fire doors) or damage to property (for example, vandalism or damage to the fire extinguisher safety seal or tampering with the fire extinguisher safety pin), criminal charges will be filed by the Weilheim-Schongau District

Office and, if necessary, criminal charges will be brought.

23. Data protection

Video recordings covering foot traffic areas may be made in areas of the accommodation. Separate signs will indicate this. The video recordings serve to protect the persons in the accommodation, as well as the structural facilities and installations brought into the accommodation, the exercise of domiciliary rights, and to preserve evidence, such as the misuse of fire detectors. The legal basis is Art. 24 (1) BayDSG. The recordings are automatically deleted after two months at the latest if they are not needed to avert danger, to prosecute administrative offences, criminal offences or to assert any legal claims. If you have any questions on the subject of data protection, please contact the Data Protection Officer of the Weilheim-Schongau District Office,  [Stainhartstrasse 7, 82362 Weilheim](https://www.stainhartstrasse7.de).

24. Complaints

If you have any complaints or questions, please contact the Weilheim-Schongau District Office.

25. Validity

Should any provision of these house rules be or become invalid, or should a necessary provision not be included, this shall not affect the validity of the remaining provisions of these house rules. In place of the invalid provision, or in order to close a loophole, a legally permissible provision shall apply which corresponds as close as possible to what the Weilheim-Schongau District Office intended (or would have intended) in terms of meaning and purpose, if it had recognised said invalidity at the time.

These house rules are effective immediately. Previous house rules shall hereby lose their validity.

Volunteer support

“Asyl im Oberland” (Asylum in Oberland)

Since 2013, people in all places in the district have been committed to an open society and ensuring a good coexistence.

Over the years, **Asyl im Oberland** has developed into an **umbrella brand** that offers advice, support and networking to all support groups and also committed individuals who welcome new immigrants here.

On these pages, you can find out about current events, specialist topics, projects, opportunities for involvement and support as well as contact persons.

For the latest information, please visit:



www.asylimoberland.de



[facebook](#)



[instagram](#)

Support circles

There are support groups in many towns and communities in the district. Committed citizens help refugees on a voluntary basis (= voluntarily, in their free time and without payment).

The volunteers can help you to orientate yourself in your surroundings, to take part in leisure activities and sports and to learn German for the first time. If you have questions about daily life, you can ask the volunteers. For example, if you don't understand a letter in German or if you want to know where to find affordable shopping and sports facilities or how bus travel works. Volunteers can also help you with questions about a bank account. Many support groups also offer help if you want to learn German.

If you would like to contact the support groups, it is best to contact the Volunteer Coordination/Integration Guide Office:



[+49881927658922](tel:+49881927658922)



eka@asylimoberland.de



[Contact details for the support groups in the district of Weilheim-Schongau](#)

Voluntary return

Are you considering returning to your home country **voluntarily**? You will find some important information and support services on the following page.

Central Repatriation Advice Centre

If you are thinking about returning to your home country, you can get help from the "Büro für Rückkehrhilfen" in Munich. The advice is free and does not mean you have to return:

Federal capital city of Munich Social Services

Büro für Rückkehrhilfen - Coming Home



[Werinherstraße 89, 81541 München](#)



reintegration@muenchen.de

The telephone numbers of the counsellors can be found



[here](#).

The BAMF has also set up a **repatriation hotline** in German and English:



[+499119430](tel:+499119430) (Monday - Friday 9 AM - 3 PM)

Via  www.returningfromgermany.de/ and



www.startfinder.de

refugees can find a wealth of information in various languages on voluntary return and reintegration in their home country.