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Municipal Public Order Office

Be it the registration of a public event, questions on a business, an application for a billposting permit or the application for the possession of a fighting dog: The staff of the Municipal Public Order Office of the Town of Herzogenaurach are your point of contact for many questions of public life.

Additionally, the **Citizens Advice Bureau**, the **Civil Registry Office and Municipal Cemetery Administration** as well as the **Social Affairs and Pensions Office** are part of the Municipal Public Order Office. Please make an appointment before visiting the office.

IMPORTANT NOTE: To avoid waiting times, due to the staffing situation at the Public Order Office, personal appointments are now only possible by prior arrangement. You can make an appointment daily between 8.30 am and 12.30 pm at the following telephone number or by e-mail: 09132/901-275 or ordnungsamt@herzogenaurach.de. There are no changes at the Citizens' Office and the Registry Office.

Contact person

Mrs Heidt-Fischer

Phone +49 (0) 9132 / 901-172

E-Mail martina.heidt-fischer@herzogenaurach.de

Mrs Roesner

Phone +49 (0) 9132 / 901-275

E-Mail christina.roesner@herzogenaurach.de

Mr Lorenz

Phone +49 (0) 9132 / 901-170

E-Mail lorenz@herzogenaurach.de

Registration of public events

Public events have to be registered at least two weeks in advance. The registration is for free.

You need a permission for a public events with more than 1,000 people and it has to be registered at least for weeks in advance. The fees depend on the extent.

Document for download

- [Anzeige öffentliche Vergnügung](#)

Fireworks / traditional fires

It is possible to use fireworks throughout the year with a permission. It costs 40.00 EUR. The burn down must end latests at 10.30 pm.

Traditional fire have to be registered at least one week in advance.

Documents for downloads

- [Freistellungsantrag Feuerwerk](#)
- [Anzeige eines Brauchtumsfeuers](#)
- [Brandschutz und Gartenabfälle](#)

Claims with regard to game damage

Claims with regard to game damage § 29

Bundesjagdgesetz und Durchführung des Vorverfahrens

- [Vordruck zur Anmeldung des Wildschadens](#)
- [Merkblatt zur Geltendmachung von Wildschaden](#)
- [Merkblatt zum Wildschadenersatzverfahren](#)

Permits for temporary hospitality units

(Antrag nach § 12 Abs. 1 GastG)

The fee is depending on the size of the event. You have to apply for a permission at least one week before the event.

Document for download

- [Antrag auf Gestattung](#)

Trade Office (registration, de-registration, re-registration)

Fees:

- Registration: 40.00 EUR
- De- and re-registration: 25.00 Euro

Essential documents:

- ID
- Foreign nationals need also a residency permit with a permission for starting a trade
- If a company is registered in the commercial register you need an excerpt out of it

More information

<http://www.freistaat.bayern/dokumente/leistung/5777574439>

Document for downloads

- [Gewerbeanmeldung](#)
- [Beiblatt zur Gewerbeanmeldung](#)
- [Gewerbeabmeldung](#)
- [Beiblatt zur Gewerbeabmeldung](#)
- [Gewerbeummeldung](#)
- [Beiblatt zur Gewerbeummeldung](#)

Possession of dangerous animals

The possession of dangerous animals such a snakes can be asked for with an application

Documents for downloads

- [Antrag auf Haltung gefährlicher Tiere](#)

Possession of fighting dogs or fighting dogs of category 2

Keeping of fighting dogs have to be permitted and can be approved in exception when submitted an application.

Keeping of fighting dogs of category 2 as well as their crossbreeding is not a subject to permission - you need a character test (Negativzeugnis).

Essential documents

- Report of a dog expert
- Proof of liability insurand of the dog owner

Document for download

- [Antrag auf Haltung eines Kampfhundes \(Negativzeugnis\)](#)

Small lotteries (raffle)

You need a permission for a small lottery. The fee is 30.00 EUR.

Document for downloads

- [Antrag Kleine Lotterie oder Ausspielung \(Tombola\)](#)
- [Verwendungsnachweis Kleine Lotterie oder Ausspielung \(Tombola\)](#)
- [Spielplan Kleine Lotterie oder Ausspielung \(Tombola\)](#)

Registration of fairs of markets (Application for registration of fairs or markets)

Downloads

- [Antrag auf Marktfestsetzung](#)

Martini Festival

The Marini Festival takes place from November 10th to 13th.

Billposting

Posters for events

Events in Herzogenaurach may be publicized in the city with public notices. The number of posters (size: maximum DIN A 0 - 1189 mm x 841 mm) is limited to a maximum of 35. The fees for this are EUR 25.00.

Posters on the occasion of elections

Exceptions apply to the posting of posters during elections in accordance with the "Ordinance on the affixing of notices and posters and on the representations by projectors of the city of Herzogenaurach (Poster Ordinance)".

The number of posters (size: maximum DIN A 0 - 1189 mm x 841 mm) is limited to a maximum of 75. Permission for posting is granted free of charge.

Downloads

- [Request for billposting](#)
- [Ordinance for billposting](#)

Sommerkirchweih (Summer Festival)

The selection process for the Herzogenauracher Sommerkirchweih takes place in November / December of the previous year. Please apply until November.

[Weitere Informationen zur Sommerkirchweih](#)

Forms - Important notes

The Municipal Public Order Office have application forms for broker permits, for travel trades, for the small gun licence and the permission for a restaurant permit.

The team of the Municipal Public Order Office forward these applications to the Landratsamt Erlangen-Höchstadt.

Elections / pebiscites / referendums

The Municipal Public Order Office is at the same time the Elective Office of the Town of the Herzogenaurach. You will find

information to upcoming elections and election documents here.

Contact

Town of Herzogenaurach

Municipal Public Order Office

Marktplatz 11

91074 Herzogenaurach

Phone +49 (0) 9132 / 901-171

Fax +49 (0) 9132 / 901-179

E-Mail ordnungsamt@herzogenaurach.de

Opening hours

Monday	8.30 a.m. - 12.30 p.m.
Tuesday	7.30 a.m. - 12.30 p.m. 1.30 p.m. - 4.00 p.m.
Wednesday	8.30 a.m. - 12.30 p.m.
Thursday	8.30 a.m. - 12.30 p.m. 3.00 p.m. - 6.00 p.m.
Friday	8.30 a.m. - 12.30 p.m.

Link

Bürgerbüro

Standesamt und Friedhofsverwaltung

Sozialwesen und Rentenamt

Merkblätter

Merkblatt Brandschutz und Gartenabfälle

Merkblatt Plakatierung bei Wahlen

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