WORRY-FREE RENTING
Rights and obligations of tenants
Incl. information about information centers and meeting places
If I move into new residence, I MUST communicate my new address!

<table>
<thead>
<tr>
<th>I MUST communicate my address here!</th>
<th>There will be consequences if I don’t!</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration Office City Hall Citizen Services Room B 15</td>
<td>Legally required! Identification documents must include valid address. FINANCIAL PENALTY!</td>
</tr>
<tr>
<td>Immigration authority City Hall Room A 18 – A 23</td>
<td>Legally required! Otherwise, important postal communication will not arrive - appointments will be missed. PENALTY!</td>
</tr>
<tr>
<td>BMF Federal Office for Migration and Refugees (Bundesamt für Migration und Flüchtlinge)</td>
<td>Legally required! Otherwise, important postal communication will not arrive - appointments will be missed. PENALTY!</td>
</tr>
<tr>
<td>GEZ Television Licensing Office New: ARD ZDF Deutschlandradio Contribution Service</td>
<td>Mail is not arriving - New address must be determined Cost: € 25.00</td>
</tr>
<tr>
<td>LSW Energie GmbH &amp; co.KG</td>
<td>If taken over from the previous tenant and not re-registered, criminal charges of fraud may be initiated. If not registered at all, you will have no power, no heating and no water.</td>
</tr>
<tr>
<td>Service / Organization</td>
<td>Issue(s)</td>
</tr>
<tr>
<td>------------------------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Financiers (Division for Social Services and Health, Job Center, Employers, Employment Agency)</td>
<td>Rent is not paid (Job Center); important documents are not arriving - Appointments are missed - Payments seize</td>
</tr>
<tr>
<td>Child allowance and parental allowance center</td>
<td>Letters are not arriving - Payments seize</td>
</tr>
<tr>
<td>Health insurance</td>
<td>Mail is not arriving - New address must be determined <strong>Cost: € 25.00</strong></td>
</tr>
<tr>
<td>Bank (such as Sparkasse)</td>
<td>Mail is not arriving - New address must be determined <strong>Cost: € 25.00</strong></td>
</tr>
<tr>
<td><strong>I SHOULD communicate my address here!</strong></td>
<td><strong>There will be consequences if I don’t.</strong></td>
</tr>
<tr>
<td>Telephone and Internet provider</td>
<td>No contact options without registration.</td>
</tr>
<tr>
<td>Schools and kindergarten</td>
<td>No notification possible in case of emergencies.</td>
</tr>
<tr>
<td>Contract partners (such as gyms, sports clubs, insurance)</td>
<td>Mail is not arriving - New address must be determined <strong>Cost: € 25.00</strong> <strong>Exclusion from club etc.</strong></td>
</tr>
<tr>
<td>Doctors</td>
<td>Doctor services will not be covered by health insurance if the address of the prescription does not correspond with the address on record.</td>
</tr>
<tr>
<td><strong>I CAN communicate my address here!</strong></td>
<td><strong>There will be consequences if I don’t.</strong></td>
</tr>
<tr>
<td>Friends, acquaintances and relatives</td>
<td>I cannot receive any visitors.</td>
</tr>
<tr>
<td>Apply for mail forwarding</td>
<td>In case I inadvertently forgot to inform someone, my mail will be forwarded to my new address for 6 months.</td>
</tr>
</tbody>
</table>
I live in a rented residence!

**Obligations**

- I must communicate my new address.
- I must pay the rental deposit.
- I must pay the rent and the operating costs on time every month (such as heating, water and power).
- I must inform the landlord of damages/defects immediately.
- I may not retrofit the apartment in any way. For example, remove walls or electric cables.
- If I break something, I must replace what was damaged.
- I must properly heat and ventilate the apartment.
- I may not sublet the apartment. Visitors are permitted to stay for max. 6 weeks.
- I must comply with the house rules and be considerate to other tenants.
- I must sort my waste and place it in the appropriate bins.
- I may not use the hallways and basement corridors to store objects.

**Rights**

- I do not have to pay any realtor fees.
- I have the option of paying the rental deposit in 3 equal instalments.
- I decide who comes to visit and who may enter my residence.
- With the consent of my landlord, I may have roommates.
- I alone decide how to furnish and decorate my apartment.
- I may keep small animals in my apartment, such as birds, rabbits, etc. Dogs and cats may only be kept with the consent of the landlord.
- Defects entitling to rent reduction (for example, heating does not work or there is no warm water) must be remedied by the landlord as quickly as possible, otherwise I have the right to reduce the rent.
- My domestic authority also applies in case of a termination as long as the apartment has not yet been returned.
<table>
<thead>
<tr>
<th>Category</th>
<th>Amount (€)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total – Income</td>
<td></td>
</tr>
<tr>
<td>Rent</td>
<td></td>
</tr>
<tr>
<td>Personal liability insurance</td>
<td></td>
</tr>
<tr>
<td>Household insurance</td>
<td></td>
</tr>
<tr>
<td>Food money daycare / school</td>
<td></td>
</tr>
<tr>
<td>Mobile phone</td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td></td>
</tr>
<tr>
<td>Heating</td>
<td></td>
</tr>
<tr>
<td>Water</td>
<td></td>
</tr>
<tr>
<td>Electricity</td>
<td></td>
</tr>
<tr>
<td>Television</td>
<td></td>
</tr>
<tr>
<td>GEZ</td>
<td></td>
</tr>
<tr>
<td>Account fees</td>
<td></td>
</tr>
<tr>
<td>Public transport tickets</td>
<td></td>
</tr>
<tr>
<td>Car: Fuel</td>
<td></td>
</tr>
<tr>
<td>Car: Insurance</td>
<td></td>
</tr>
<tr>
<td>Medication</td>
<td></td>
</tr>
<tr>
<td>Instalments to pay off debt</td>
<td></td>
</tr>
<tr>
<td>Available</td>
<td></td>
</tr>
</tbody>
</table>

**These funds MUST remain in the account!**

**Available**

**These funds may be retrieved!**
Consultation and Information

Marital, Family and Life counseling

1. City of Wolfsburg - Youth Division
   Department for Alimony, Guardianship, Acknowledgment of Paternity, Custody
   Seilerstr. 3
   38440 Wolfsburg, Germany
   Tel. +49 (0)5361 28 2400

Department for Social Services
- General social services
- Crisis services
- Economic youth support
- Foster children and adoption services
- Perpetrator-Victim reconciliation and social training classes

   Pestalozziallee 1a
   38440 Wolfsburg, Germany
   Tel. +49 (0)5361 28 1679

Education counseling Wolfsburg
   Braunschweiger Str. 12
   38440 Wolfsburg, Germany
   Tel. +49 (0)5361 28 1161
   E-mail: Erziehungsberatung@Stadt.Wolfsburg.de

2. Marital, Family and Life Counseling of the Catholic Church
   Kleiststr. 27
   38440 Wolfsburg, Germany
   Tel: +49 (0)5361 25325

3. Ev. Familienbildungsstätte
   Im Haus der Kirche
   An der Christuskirche 3a
   38440 Wolfsburg, Germany
   Tel: +49 (0)5361 89333-10
   E-mail: info@fab-wolfsburg.de
   www.fabi-wolfsburg.de

4. Marital, Family and Life Counseling of the Protestant Church
   Laagbergstr. 50
   38440 Wolfsburg, Germany
   Tel: +49 (0)5361 13162
   E-mail: lebensberatung@wolfsburg.de
Dialog e.V.
Competence center in case of domestic violence
Specialist counseling in case of sexual abuse for women and men
Meeting center for girls – Rote Zora
Goethestrasse 59
38440 Wolfsburg, Germany
Tel. +49 (0)5361 8912300
Email: dialog@wolfsburg.de
http://www.dialog-wolfsburg.de/

Support telephone “Violence against women”
Tel. +49 (0)8000 116 016
Consultation available in 17 languages!

Police Department Wolfsburg
Criminal police information center
Hesslinger Strasse 27
38440 Wolfsburg, Germany
Tel. +49 (0)5361 4646-107 or +49 (0)5361 4646-150
Email: praevention@pi-wob.polizei.niedersachsen.de

Consultation for purchase and rental agreements

Consumer support center Lower Saxony
Schillerstr. 42/44
38440 Wolfsburg, Germany
Tel: +49 (0)5361 24692

Information for people with handicaps

City of Wolfsburg - Division for Social Services and Health
Integration support
Porschestraße 49
38440 Wolfsburg, Germany
Tel: +49 (0)5361 28-2316, 28-2173, 28-2786, 28-2554

Officer for the concerns of handicapped people
Porschestraße 49
38440 Wolfsburg, Germany
Tel. +49 (0)5361 28-2895
E-mail: Soziales@stadt.wolfsburg.de
City of Wolfsburg - Division for Social Services and Health
Senior citizens and care support center
Porschestraße 49
38440 Wolfsburg, Germany
Tel: +49 (0) 5361 28-2848
Email: pflegestuetzpunkt@stadt.wolfsburg.de

EUTB Wolfsburg
Additional independent participation advice
Saarstrasse 39
38440 Wolfsburg, Germany
Tel: +49 (0) 5361 8900300
Email: beratung@eutb-wolfsburg.de
http://www.eutb-wolfsburg.de

Pregnancy, family planning, infant and toddler consultation

City of Wolfsburg, Department for Prevention
Coordination of early help, family support, baby visiting service and parent school
Seiler Str. 3, 38440 Wolfsburg
Tel: +49 (0) 5361 28-1479
Email: geschaeftsbereich.jugend@stadt.wolfsburg.de
www.wolfsburg.de/fruehehilfen

AWO Family Consulting Center Wolfsburg
Advice regarding family planning, pregnancy, birth, infant and toddler consultation
Bebelstrasse 9
38440 Wolfsburg, Germany
Tel: +49 (0) 5361 2759313
Email: fbz@awo-bs.de

Caritas Wolfsburg e.V.
Consultation Center for pregnant women and families
Antonius-Holling-Weg 8
38440 Wolfsburg, Germany
Tel: +49 (0) 5361 89009-20
Email: schwangerenberatung@caritas-wolfsburg.de


**4 donum vitae Wolfsburg**
Publicly recognized consultation center for pregnant women and in case of pregnancy conflicts
For refugee women
Goethestr. 54
38440 Wolfsburg, Germany
Tel: +49 (0)53 61-2 72 98 94
Email: wolfsburg@donumvitae.org
http://wolfsburg.donumvitae.org/Wir_sind_donum_vitae_Wolfsburg_Schwangerenberatung

**5 pro familia Pregnancy consultation**
Stormhof 2
38440 Wolfsburg, Germany
Tel: +49 (0)5361 25457
Email: wolfsburg@profamilia.de

**6 Diaconal Center Wolfsburg**
Kirchenkreissozialarbeit Süd
Jenaer Straße 39 B
38444 Wolfsburg, Germany
Tel: 05361 8 91 81 41
Fax: 05361 8 91 81 49
Email: kirchenkreissozialarbeit.wolfsburg@evlka.de
www.kirche-wolfsburg-wittingen.de

**➢ AIDS – HIV consulting**

**1 City of Wolfsburg – Health services**
HIV consulting hours (test and consultation)
Rosenweg 1a
38446 Wolfsburg, Germany
Tel: +49 (0)5361 28-2020
Email: gesundheitsamt@stadt.wolfsburg.de
http://www.wolfsburg.de/leben/sozialesgesundheit/gesundheit

**2 Aids-Hilfe Wolfsburg e.V.**
Kleiststraße 13
38440 Wolfsburg, Germany
Tel: 05361 1 33 32
Email: aids-hilfe@wolfsburg.de
http://www.aidshilfe-wolfsburg.de/
Addiction and drugs

1. Youth and Drug counseling center Wolfsburg
   Lessingstr. 27
   38440 Wolfsburg, Germany
   Tel: 0 53 61 27 90 0
   Email: info@drogenberatung-wolfsburg.de
   http://www.drogenberatung-wolfsburg.de/kontakt

2. Diaconal Center Wolfsburg
   Addiction support center
   Competence center for addiction and addiction prevention
   Nordsteimker Strasse 3
   38446 Wolfsburg
   Tel: 05361 501 1800
   suchtberatung@diakonie-wolfsburg.de

Consultation in case of psychological problems

1. City of Wolfsburg – Social psychiatric services
   Rosenweg 1a
   38446 Wolfsburg, Germany
   Tel: +49 (0)5361 28-2040
   Email: sozialpsychiatrischerdienst@stadt.wolfsburg.de

2. Marital, Family and Life counseling
   Languages available: German, English, Persian (Farsi, Dari)
   Dr. Hamid Bashiriyeh
   Laagbergstr. 50
   38440 Wolfsburg, Germany
   Tel: +49 (0)5361 13162
   hamid.bashiriyeh@evlka.de

Consultation for refugees

1. City of Wolfsburg – Integration department
   Intercultural consulting
City Hall B, Porschestr. 49
38440 Wolfsburg, Germany
Email: integrationsreferat@stadt.wolfsburg.de
Tel: +49 (0)5361 28-2974

Consulting available in Arabic, French and German
Tel: +49 (0)5361 28-2673
Consulting available in Italian, Spanish, English and German
Tel: +49 (0)5361 28-2992
Consulting available in Arabic, Kurdish, Russian and German
Tel: +49 (0)5361 28-2765
Consulting available in Farsi, Dari and German

Division for Social Services and Health
Social support outside of institutions
City Hall B, Porschestr. 49
38440 Wolfsburg, Germany
Email: soziales@stadt.wolfsburg.de
Tel: +49 (0)5361 28-2412

Diaconical Center of the Church District Wolfsburg-Wittingen
Kirchenkreissozialarbeit Süd
Refugee support
Jenaer Straße 39 B
38444 Wolfsburg-Westhagen
Tel: +49 (0)5361 8918141
Email: fluechtlingsarbeit.wolfsburg@evlka.de
http://www.kirche-wolfsburg-wittingen.de/dienste/diakonie/kirchenkreissozialarbeit_sued

Flüchtlingshilfe Wolfsburg e.V.
Samlandweg 15
38440 Wolfsburg, Germany
Tel: +49 (0)172 4493134
Consulting available in Kurdish, Arabic and German
Email: fluechtlingshilfewolfsburg@wolfsburg.de
www.fluechtlingshilfe-wolfsburg.de

Caritas Wolfsburg e.V.
Refugee social support
Antonius-Holling-Weg 8
38440 Wolfsburg, Germany
Tel: +49 (0)5361 89009-19
Email: fluechtlingsberatung@caritas-wolfsburg.de
Checkpoint Westhagen
Hallesche Strasse 30
38444 Wolfsburg, Germany
Tel: +49 (0)5361 89 13 875
Consulting available in Arabic, English, French and German
Email: info@westhagen.net
German Classes and Integration Classes

Bildungszentrum Wolfsburger Volkshochschule GmbH
Hugo-Junkers-Weg 5
38440 Wolfsburg +49 (0)5361 8939040

Bildungsvereinigung Arbeit und Leben
Burgallee 6
38446 Wolfsburg +49 (0)5361 708400

Berlitz Deutschland GmbH
Porschestr. 78
38440 Wolfsburg +49 (0)5361 600670

INLINGUA
Rothenfelder Str. 7
38440 Wolfsburg +49 (0)5361 8905462

Approval consultation of foreign professional degrees
Assessment and recognition of foreign schooling and professional certificates

IQ network in the Job Center
Porschestr. 2
38440 Wolfsburg +49 (0)5361 4649-317
Education and Employment

Employment Agency Wolfsburg
Porschestr. 2
38440 Wolfsburg +49 (0)800 4555500

Job Center Wolfsburg
Porschestr. 2
38440 Wolfsburg +49 (0)5361 4649100

Bildungswerk der niedersächsischen Wirtschaft (BNW)
Benzstr. 7
38446 Wolfsburg +49 (0)5361 464680

Integration Point
in the Job Center
Porschestr. 2
38440 Wolfsburg +49 (0)5361 4649100

Oskar-Kämmer School
Hesslinger Str. 13-15
38440 Wolfsburg +49 (0)5361 4646718

Wolfsburg College
Danziger Str. 17
38444 Wolfsburg +49 (0)5361 36658

JOB FACTORY
(Information center for young people up to the age of 26 looking for an apprenticeship or a place of employment)
in the Job Center
Porschestr. 2
38440 Wolfsburg +49 (0)5361 308999-0

Deutsche Angestellten Akademie Ostniedersachsen (DAA)
Röntgenstr. 1
38440 Wolfsburg +49 (0)5361 6009610
Wolfsburger Beschäftigungs- gemeinnützige Gesellschaft (WBG)
Benzstr. 1
38446 Wolfsburg  +49 (0)5361 89277-0
Education, Economics, Employment in the Quarter  +49 (0)5361 89277-41

Ostfalia Fachhochschule (University of Applied Sciences)
Robert-Koch-Platz 8 a
38440 Wolfsburg  +49 (0)5361 892221005

Regionalverbund für Ausbildung e.V. (RVA)
Seilerstr. 3
38440 Wolfsburg  +49 (0)5361 890610801
Places of Encounter – Leisure Activities

➢ Offers for women

⊙ “Karibu” Women’s Meeting Point
Ketteler Str. 3 / Karl-Leistner-Haus
38440 Wolfsburg, Germany
Contact via Caritas
Tel: +49 (0)5361 89009-19
Email: caritas@wolfsburg.de

⊙ Center for Mothers Westhagen
Hallesche Str. 36 F
38444 Wolfsburg
Contact via the District Office Westhagen
Tel: +49 (0)5361 779559
Email: info@westhagen.net

⊙ Sewing Workshop Westhagen
Hallesche Str. 26 C
38444 Wolfsburg, Germany
Contact via the District Office Westhagen
Tel: +49 (0)5361 779559
Email: info@westhagen.net

⊙ Women’s Center
Goethestr. 12
38440 Wolfsburg, Germany
Tel: +49 (0)5361 21222
Email: christa@oemisch.de

⊙ Multi-generation house Nordstadt
Hansaplatz 17
38448 Wolfsburg, Germany
Tel: +49 (0)5361 61374
Email: thorsten.vogel@stadt.wolfsburg.de
Opening hours:
Monday - Friday 9:00 a.m. – 12:00 p.m.
Offers for children and adolescents

1. Activity Playground Buntspecht
   Hermann-Löns-Str. 2 a
   38448 Wolfsburg/ Vorsfelde
   Tel: +49 (0)5363 30221
   Email: abenteuerspielplatz@stadt.wolfsburg.de

2. Activity Playground Fallersleben
   Walter-Kollo-Str. 15 a
   38442 Wolfsburg/ Fallersleben
   Tel: +49 (0)5362 52150
   Email: aktivspielplatz@stadt.wolfsburg.de

3. Construction Playground Westhagen
   Stralsunder Ring 31 a
   38444 Wolfsburg, Germany
   Tel: +49 (0)5361 888179
   Email: bauspielplatz@stadt.wolfsburg.de

4. Youth Center Forsthaus
   Am alten Brauhaus 7 38442 Wolfsburg
   Tel: +49 (0)5362 51966
Places of Encounter - Leisure Activities

➢ Offers for **ALL**

1. **“Cafe Welcome”**
Karl-Leistner House
Ketteler Str. 3
38440 Wolfsburg, Germany
Contact via Caritas
Tel: +49 (0)5361 89009-19
Email: caritas@wolfsburg.de

2. **AWO Children’s and Family Center Westhagen**
Family Club Westhagen
Stralsunder Ring 8a
38444 Wolfsburg
Tel: 05361 77 41 00
E-Mail: info@awo-bs.de
Internet: www.awo-bs.de

3. **Family Education Center (FABI)**
Ev. Familienbildungsstätte im Haus der Kirche
An der Christuskirche 3a
38440 Wolfsburg
Tel. +49 (0)5361 89 333-10
Email: info@westhagen.net

4. **City Library**
Alvar-Aalto Culture Center
Porschestraße 51
38440 Wolfsburg,
Tel. +49 (0)5361

[Link: www.wolfsburg.de/kultur/bibliotheken/stadtbibliothek]
Public BBQ areas
Email: https://www.wolfsburg.de/dienstleistungsbeschreibungen/grillen

1 BBQ area (VW Pool)
Free use without registration
Berliner Ring 41a
38440 Wolfsburg, Germany
In case of damages: Mr. Wolf
Tel: +49 (0)5361 28-2807

2 BBQ area Nordstadt
Management and reservation by Forstbetriebshof Reislingen
Tel: +49 (0)5363 72368
Citizen hours: Monday 7:30 a.m. - 9:00 a.m. and Wednesday from 3:00 p.m. - 4:00 p.m.
Fee: 10 Euro + 50 Euro deposit + 50
Schulenburgallee 164
38448 Wolfsburg, Germany
Fee: 10 Euro + 50 Euro deposit

3 BBQ area Steimker Berg
Management and reservation by Forstbetriebshof Reislingen
Tel: +49 (0)5363 72368
Citizen hours: Monday 7:30 a.m. - 9:00 a.m. and Wednesday from 3:00 p.m. - 4:00 p.m.
Hellwinkel/ Steimker Berg
38446 Wolfsburg, Germany
Fee: 10 Euro + 50 Euro deposit + 50

4 BBQ area Detmerode (forest entry at Caritas)
Management and reservation by Forstbetriebshof Reislingen
Tel: +49 (0)5362 61752
Citizen hours: Monday 7:30 a.m. - 9:00 a.m. and Wednesday from 3:00 p.m. - 4:00 p.m.
Fee: 10 Euro + 50 Euro deposit + 50
Reservation and payment of fee at the communication station Detmerode

5 BBQ area Gutspark Mörse
Management and reservation Mr. Wagner
Tel: +49 (0)5362 61752
BBQ areas at the Allersee Lake
Free use at 5 designated areas without registration
## Important phone numbers in Wolfsburg

<table>
<thead>
<tr>
<th>Public authorities and institutions</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SOS</strong> Police</td>
<td>110</td>
</tr>
<tr>
<td><strong>SOS</strong> Fire Department / Emergency Services / First Aid</td>
<td>112</td>
</tr>
<tr>
<td><strong>Emergency number of medical emergency services</strong></td>
<td>116 117</td>
</tr>
<tr>
<td><strong>115</strong> Citizen’s line in City Hall</td>
<td>115</td>
</tr>
<tr>
<td>Department of Health</td>
<td>+49 (0)5361 28-2020</td>
</tr>
<tr>
<td>Social Psychiatric Service and Children Services</td>
<td>+49 (0)5361 28-2040</td>
</tr>
<tr>
<td>Wolfsburg Clinic</td>
<td>+49 (0)5361 80-0</td>
</tr>
<tr>
<td>Job Center Service</td>
<td>+49 (0)5361 4646-100</td>
</tr>
</tbody>
</table>