Informative and entertaining: Education, news, culture, entertainment or sport: Public service broadcasting offers a diversity of high-quality programmes on television, on the radio, online and in media libraries. In accordance to our solidarity principle, your business or institution plays an important role in financing the licence fee: Not only do you contribute towards securing the public service programmes in Germany, you benefit from them as well.

Transparent and fair: The licence fee amount you will be required to pay for your business or institution is dependent on the number of business premises, employees and vehicles. Public interest bodies only pay €5.83 per month.

Fast and clear: Register at www.rundfunkbeitrag.de and enjoy the benefits of the service portal for businesses, institutions and public interest bodies.
Your licence fee

The licence fee amount per business premises takes into account the average number of employees in the previous year. This includes full-time and part-time employees as well as public service employees. Apprentices and marginally employed persons are not included.

Information:
Business premises include any fixed unit of space, which is not intended exclusively for private use.

Number of employees

You can choose from the following: You can either provide the total number of employees, thus the head count ("counting method A"). Alternatively, you can calculate exactly how many full-time positions there are if you combine all part-time and full-time positions ("counting method B"). In this calculation, part-time employees with regular weekly work of no more than 20 hours are assigned a factor of 0.5, part-time employees with no more than 30 hours are assigned 0.75 and part-time employees with more than 30 hours are assigned 1.0.

The calculation is based on the average of the previous calendar year. This provides the scale to which your company is assigned.

<table>
<thead>
<tr>
<th>Scale</th>
<th>Employees per business premises*</th>
<th>Number of fees</th>
<th>Fee amount per month in €</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>0 to 8</td>
<td>1/3</td>
<td>5.83</td>
</tr>
<tr>
<td>2</td>
<td>9 to 19</td>
<td>1</td>
<td>17.50</td>
</tr>
<tr>
<td>3</td>
<td>20 to 49</td>
<td>2</td>
<td>35.00</td>
</tr>
<tr>
<td>4</td>
<td>50 to 249</td>
<td>5</td>
<td>87.50</td>
</tr>
<tr>
<td>5</td>
<td>250 to 499</td>
<td>10</td>
<td>175.00</td>
</tr>
<tr>
<td>6</td>
<td>500 to 999</td>
<td>20</td>
<td>350.00</td>
</tr>
<tr>
<td>7</td>
<td>1,000 to 4,999</td>
<td>40</td>
<td>700.00</td>
</tr>
<tr>
<td>8</td>
<td>5,000 to 9,999</td>
<td>80</td>
<td>1,400.00</td>
</tr>
<tr>
<td>9</td>
<td>10,000 to 19,999</td>
<td>120</td>
<td>2,100.00</td>
</tr>
<tr>
<td>10</td>
<td>from 20,000</td>
<td>180</td>
<td>3,150.00</td>
</tr>
</tbody>
</table>

* Business premises include any fixed unit of space, which is not intended exclusively for private use, e.g. a production facility, office, shop or hospital.

Vehicles

The first vehicle used for commercial purposes at every business premises is exempt from the fee. For all others, a third of the fee – €5.83 per month – has to be paid.

Hotel and guest rooms or holiday homes

The first room or the first holiday home per fee-paying business premises is exempt from the fee. For all other rooms, or every additional holiday home, you are required to pay a third of the fee: €5.83 per month.

If you are an educational planner and let out rooms in conjunction with educational events, these rooms are exempt from the fee, if the participant is closely connected to you from a legal perspective (e.g. employment relationship, membership in your trade association or party). If rooms on your premises are also used by participants in other educational events, you are required to pay the licence fee for these guests’ rooms.
Seasonal businesses

Ice-cream café, guest house or passenger ship: If you completely shut down your business temporarily for at least three consecutive calendar months, you can be exempted from the licence fee for this period. Please fill out the application in advance.

Self-employed and freelance workers who work from home

If you are self-employed or freelance and work from home, the licence fee for your business premises is already covered by your payment of the fee for your residence. If you use your vehicle for professional purposes, you must apply to pay the licence fee for it. You are only required to pay one third of the fee: €5.83 per month.

Information:
You can find further information for hospitals, company-owned apartments or official residences, communities and agricultural holdings at rundfunkbeitrag.de

Important note:

Please observe the statutory notice period for changes in numbers of employees and/or counting method from 01/01 - 31/03. Late notifications, which are beneficial for you, are not considered until 01/04 of the following year.

Examples

The licence fee for small businesses

A craft business has a business premises with nine full-time employees, of which one is an apprentice. As this person is not included in the calculation of the fee, the number of insured employees is eight. The business applies to the Beitragsservice: eight employees (“counting method A”). The company falls under the fee scale 1 and pays a monthly fee of €5.83 for its business premises.

In addition, there is a fee for the four vehicles used by the business. One of these is exempt; for the other three vehicles the craft business has to pay a monthly fee of €5.83 each. This makes a total licence fee contribution of €23.32 per month.

The licence fee for businesses with part-time employees

A company has business premises with a total of twelve insured employees, of which eight are part-time at 50%. It has no vehicles used for commercial purposes.

The company decides to totalize its part-time positions to full-time positions and applies to the Beitragsservice: a total of eight employees (“counting method B”). This means the company falls under scale 1, the licence fee amounts to €5.83.

The licence fee for businesses with multiple business premises

A company has three business premises, all employees work full-time.

For business premises 1 with 17 insured employees, the licence fee is €17.50 per month. For the two other business premises with three employees each, the company is required to pay a third of the fee: €5.83 per month.

The company also uses five cars. As one car per business premises is exempt from the fee, the company is only required to pay for two cars – a third of the fee (€5.83) each. The company’s licence fee amounts to a total of €40.82 per month.
Public interest bodies

What are public interest bodies?

Public interest bodies include:

- non-profit organisations serving the needs of the disabled, in particular residences, educational facilities and workshops for the disabled
- non-profit child welfare services according to the German Child and Youth Services Act (Kinder- und Jugendhilfegesetz, SGB VIII)
- non-profit organisations serving the elderly, addicts, the homeless or the dispossessed
- registered charities and charitable trusts
- publicly funded schools providing general education or vocational training and schools enjoying state recognition operating on a non-profit basis, as well as institutions of higher education according to the Hochschulrahmengesetz
- the fire and rescue service, police, armed forces, civil defence and emergency management

Public interest bodies only pay one third of the fee per business premises, €5.83 per month, regardless of the number of employees. Business premises which exclusively employ voluntary staff members and 1 euro jobbers are not required to pay. All vehicles approved by the institution or its legal entities are exempt from payment, insofar as these are used exclusively for the purposes of the institution.

Hotel and guest rooms or holiday homes

The fact of whether public interest bodies are required to pay the licence fee if they let out hotel rooms, guest rooms or holiday homes is dependent upon the persons to whom they let the rooms. If the rooms are exclusively available to a closed circle of persons (e.g. members of the association), no licence fee payment is required. If the rooms are let out to third parties, the regular licence fee applies. This means: The first room or the first holiday home per business premises is exempt from the licence fee, for all other rooms or holiday homes, a third of the fee (€5.83) has to be paid every month. In mixed cases, there is the option of progress payments. This means that the duty of payment takes into account the scope of letting to third parties and that payment must only be made for the portion of rooms which are specifically let out to third parties.

Service

Fee calculator

On www.rundfunkbeitrag.de you’ll find a fee calculator to help you figure out the amount your business or institution has to pay in total.

Register business premises or change information

Do you want to register your business premises with the Beitragsservice? Use the online form at www.rundfunkbeitrag.de. If you have already registered, you can easily update your information using the service portal for companies. Alternatively, we also provide a printable form.

Deregister business premises or apply for exemption

At www.rundfunkbeitrag.de you can find the relevant forms.
Service portal for businesses

Businesses, institutions and public interest bodies can enjoy the benefits of the service portal for businesses. Here, you can also view your payment requests online and make changes, e.g. to addresses, payment methods or number of employees.

For the service portal, you only need to register the licence fee account of your business or institution once under portal.rundfunkbeitrag.de. This is subject to the condition that you have already registered for the licence fee.

Public service broadcasting

There are many arguments for strong public broadcasting. High-quality programmes for every taste. Supplemented by a comprehensive online range and media libraries. Independent reporting free from commercial or political interests.

The licence fee ensures the financing of ARD, ZDF and Deutschlandradio and is shared fairly throughout society. This means that all citizens, businesses, institutions and public interest bodies in Germany contribute towards the fee - for the benefit of everyone. This ensures the availability of an independent, diverse and high-quality range of services.

As a business or institution, you benefit all the more. The licence fee guarantees fact-based reporting on economic and social issues – independent from commercial or political interests. In doing so, it forms the basis for sound business decisions. The media range offered by public broadcasting services does not only provide your specialists and managers with up-to-date information. It transforms citizens into responsible consumers who contribute to more sustainable and more socially-focussed production with reflective consumer decisions. Last but not least, the licence fee creates transparency and promotes fair competition: thanks to impartial reporting with well-researched, investigative formats.

Any questions? Please contact us.
How to get in touch:

www.rundfunkbeitrag.de
01806 999 555 10*
Beitragsservice von ARD, ZDF und Deutschlandradio, 50656 Köln

*(Calls cost 20 cents from a German landline, and a maximum of 60 cents per call from a German mobile.)