

4 Determination of the reference period											
Please only tick one <input type="checkbox"/> per month of life. Notes on determining the reference period:											
month of life child	Basic parental allowance	Parental Allowance Plus	Partnership bonus								
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
8th.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
10.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
11.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
12.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
13.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
14.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
15.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
16.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
17.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
18.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
19.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
20.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
21.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
22.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
23.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
24.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
25.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
26.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
27.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
28.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
29.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
30.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
31.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
32.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
<p>To help you plan your benefit months, you can find information and a parental allowance calculator on the following website of the Federal Ministry for Family, Senior Citizens, Women and Youth: https://familienportal.de/familienportal/meta/egr</p> <p>Parents can choose between basic parental allowance and parental allowance Plus. Basic parental allowance and parental allowance Plus can also be combined.</p> <p>As long as you do not work after the birth of your child, basic parental allowance is generally recommended; if you work part-time during the reference period, parental allowance plus is often recommended. Example calculations for Parental Allowance Plus can be found in the explanations.</p> <p><input type="checkbox"/> The reference months are based on the months of the child's life, not on Calendar months (see explanations for No. 4).</p> <p><input type="checkbox"/> If there is a right to maternity benefits or Insurance benefits in accordance with Section 192 Paragraph 5 Sentence 2 If the Insurance Contract Act exists, these times apply to the mother automatically as a reference period for basic parental allowance. This leads to one corresponding reduction in the months in which Parental Allowance Plus can be obtained.</p> <p>Basic parental allowance</p> <p><input type="checkbox"/> Basic parental allowance can only be received within the first 14 months of the child's life be obtained.</p> <p><input type="checkbox"/> The parents are jointly entitled to a total of 12 monthly payments Basic parental allowance, which can be divided among each other.</p> <p><input type="checkbox"/> The maximum benefit period for <u>a parent</u> is 12 months and the minimum period is 12 months 2 months.</p> <p>Parental Allowance Plus</p> <p><input type="checkbox"/> Instead of 1 month of basic parental allowance, 2 months of parental allowance Plus can be received, An odd number of reference months is also possible.</p> <p><input type="checkbox"/> The amount of parental allowance Plus is a maximum of 50% of the basic parental allowance, which is due without taking into account earned income in the reference month would.</p> <p><input type="checkbox"/> The joint entitlement of both parents is a maximum of 24 months can be divided among each other.</p> <p><input type="checkbox"/> The maximum period a parent <u>can receive</u> parental allowance plus is 24 months Minimum subscription period 2 months.</p> <p><input type="checkbox"/> From the 15th month of life onwards, there should be no gap in which there is not at least one Parent receives Parental Allowance Plus.</p> <p><input type="checkbox"/> Parental Allowance Plus can be received up to a maximum of 32 months of age become.</p> <p>Partner months</p> <p><input type="checkbox"/> With the partner months, the above total entitlement of both parents can be increased by 2 Months in basic parental allowance or by 4 months in parental allowance plus can be increased. The prerequisite for taking advantage of the partner months is that everyone parent claims parental allowance for at least two months and that at least one parent's income after the birth for at least 2 Months reduced.</p> <p><input type="checkbox"/> For single <u>parents</u>, the <u>possible</u> entitlement to parental allowance increases accordingly, provided that there is a reduction in income for at least 2 reference months entry.</p>											
<p><u>Partnership bonus (in addition to basic parental allowance, parental allowance Plus and partner months)</u></p> <p><input type="checkbox"/> Both <u>parents</u> can receive 2 to 4 additional months of Parental Allowance Plus as partnership bonus months if <u>they are</u> in at least 2 consecutive months at the same time with 24 to 32 hours per week on average per month of life are employed.</p> <p><input type="checkbox"/> If only one parent claims the bonus months, the other parent must still do so for exactly this period Meet the eligibility requirements for the partnership bonus months and the hourly range of 24 to 32 hours per week retain.</p> <p><input type="checkbox"/> <u>Single parents can also claim</u> the bonus of a maximum of 4 additional months if they themselves are in 4 are employed for between 24 and 32 hours per week on average per month of life in consecutive reference months.</p> <p>If partnership bonus months are applied for, the other parent must fill out the "Declaration for applying for partnership bonus months" (see No. 6) unless they submit an application at the same time.</p> <p><u>Extra months for premature births</u></p> <p>(see explanations for No. 4)</p> <table border="1"> <thead> <tr> <th>from 6 weeks</th> <th>from 8 weeks</th> <th>from 12 weeks</th> <th>from 16 weeks</th> </tr> </thead> <tbody> <tr> <td>+ 1 month basic parental allowance or + 2 months parental allowance plus</td> <td>+ 2 months basic parental allowance or + 4 months Parental Allowance Plus</td> <td>+ 3 months basic parental allowance or + 6 months Parental Allowance Plus</td> <td>+ 4 months basic parental allowance or + 8 months parental allowance plus</td> </tr> </tbody> </table> <p>The maximum possible benefit periods stated in the explanations for basic parental allowance and parental allowance Plus are extended accordingly by the number of additional months to which you are entitled. The minimum subscription period remains 2 months. The period in which Parental Allowance Plus can be drawn is only possible until the child is 32 months old.</p> <p>The originally set expected day of delivery is decisive for calculating the premature birth deadlines. Please provide proof of this with a medical certificate or a certificate from a midwife or maternity nurse. As a rule, the expected date of delivery can be found in the maternity record.</p>				from 6 weeks	from 8 weeks	from 12 weeks	from 16 weeks	+ 1 month basic parental allowance or + 2 months parental allowance plus	+ 2 months basic parental allowance or + 4 months Parental Allowance Plus	+ 3 months basic parental allowance or + 6 months Parental Allowance Plus	+ 4 months basic parental allowance or + 8 months parental allowance plus
from 6 weeks	from 8 weeks	from 12 weeks	from 16 weeks								
+ 1 month basic parental allowance or + 2 months parental allowance plus	+ 2 months basic parental allowance or + 4 months Parental Allowance Plus	+ 3 months basic parental allowance or + 6 months Parental Allowance Plus	+ 4 months basic parental allowance or + 8 months parental allowance plus								

5	Sole care by one parent				
<p>Please answer if a parent is applying for partner months and/or partnership bonus months alone :</p> <p><input type="checkbox"/> I am a single parent <input type="checkbox"/> Please attach: a current payslip with tax class II or proof from the tax office that <small>You meet the requirements for the relief amount according to Section 24 b EStG.</small></p> <p>If you cannot provide a current payslip with tax class II or a certificate from the tax office, please fill out the declaration for single parents.</p> <p><input type="checkbox"/> The child lives at least one third in the other parent's household. <small>(If at least one third of the child also lives in the other parent's household, the appendix is not a declaration for single parents to fill out. No further evidence needs to be attached. The signature of the other parent see No. 20: Final declaration is required.)</small> _____</p>					
<p><input type="checkbox"/> Care of the child by the other parent is impossible (especially due to illness or death) or endangers the well-being of the child. <input type="checkbox"/> Please attach relevant evidence</p>					
6	Declaration on how to apply for partnership bonus months				
<p>This declaration (AC) must be completed by the other parent (not the applicant). If an application from the other parent has already been submitted, this declaration does not need to be filled out.</p>					
A	<p>Personal information of the other parent</p>				
	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Last name:</td> <td style="width: 50%;">First name:</td> </tr> <tr> <td>Profession:</td> <td></td> </tr> </table>	Last name:	First name:	Profession:	
	Last name:	First name:			
	Profession:				
	<p>Nationality:</p> <p><input type="checkbox"/> German</p> <p><input type="checkbox"/> EU/EEA country/Switzerland: _____</p> <p><input type="checkbox"/> I am entitled to freedom of movement and there are no proceedings underway to revoke my freedom of movement.</p> <p><input type="checkbox"/> Other: _____ <input type="checkbox"/> Please present a copy of your passport (including residence permit) or a certificate from the immigration authority</p>				
<p>Residence/usual residence:</p> <p><input type="checkbox"/> in Germany since <input type="checkbox"/> my birth _____ <input type="checkbox"/> abroad since _____ until _____</p> <p>since <input type="checkbox"/> _____ (Day month Year) Reason: _____</p>					
<p>Information about living with the child during the partnership bonus months</p> <p><input type="checkbox"/> I live in a household with the child for whom parental allowance is being applied for.</p> <p><input type="checkbox"/> I look after and raise the child myself.</p>					
C	<p>Declaration of working hours in the partnership bonus months</p> <p>Be gainfully _____ until _____ I will _____ weekly hours in employed during the monthly average period.</p> <p><input type="checkbox"/> Please provide proof of your part-time work once approved.</p> <p>(To calculate the monthly average, the child's month of life is used and not the calendar month.)</p> <p>A notice: In order for partnership bonus months to be granted, you must</p> <ul style="list-style-type: none"> <input type="checkbox"/> both parents at the same time <input type="checkbox"/> in 2 to 4 consecutive months of life <input type="checkbox"/> Between 24 and 32 hours per week on average per month <p>pursue gainful employment. Please make sure to submit your own parental allowance application in good time.</p>				
	<p>Registration of the other parent's reference period</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"> <input type="checkbox"/> The other parent files a claim to: _____ reference months of basic parental allowance _____ months of receipt of Parental Allowance Plus </td> <td style="width: 50%;"> <input type="checkbox"/> The application will be submitted at a later date. <input type="checkbox"/> The application is attached. </td> </tr> </table> <p><input type="checkbox"/> The other parent is already receiving parental allowance under the business name _____</p>	<input type="checkbox"/> The other parent files a claim to: _____ reference months of basic parental allowance _____ months of receipt of Parental Allowance Plus	<input type="checkbox"/> The application will be submitted at a later date. <input type="checkbox"/> The application is attached.		
<input type="checkbox"/> The other parent files a claim to: _____ reference months of basic parental allowance _____ months of receipt of Parental Allowance Plus	<input type="checkbox"/> The application will be submitted at a later date. <input type="checkbox"/> The application is attached.				
8th	Employment relationship/activity				
<p><input type="checkbox"/> I have an employment relationship in Germany or am self-employed in Germany.</p> <p><input type="checkbox"/> I have an employment relationship abroad or am self-employed abroad, Country of employment: _____</p> <p><input type="checkbox"/> My partner has an employment relationship in Germany or is self-employed in Germany.</p> <p><input type="checkbox"/> My partner has an employment relationship abroad or is self-employed abroad. Country of employment: _____</p>					

9	Childhood relationship	
	<input type="checkbox"/> Biological child <input type="checkbox"/> Adopted child <input type="checkbox"/> Child in adoption care <input type="checkbox"/> Other child relationship (e.g. grandchild): <input type="checkbox"/> Non-custodial parent _____	<input type="checkbox"/> Please attach the court's acceptance decision <input type="checkbox"/> please confirm from the youth welfare office Attach adoption agency
10	Domestic community with the child	
	The child lives exclusively in my household: <input type="checkbox"/> yes <input type="checkbox"/> no, because _____	
11	Care and education of the child	
	The child is looked after and raised by myself: <input type="checkbox"/> yes, constantly from birth <input type="checkbox"/> no, because _____	
12	Health insurance of the applicant parent	
	I am <input type="checkbox"/> compulsorily insured <input type="checkbox"/> voluntarily insured <input type="checkbox"/> privately insured, with entitlement to daily sickness benefit <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> not insured <input type="checkbox"/> co-insured as a family member with: _____ (e.g. spouse, parents)	_____ Name of the health insurance company _____ Address of the health insurance company _____ Membership no.
13	Assessment period	
	I have completed tax in the 12 months before my child's birth month and/or in the last Assessment period before the birth of the child:	
A	<input type="checkbox"/> Income from self-employment or Commercial business or agriculture and forestry related (this also includes negative income) If applicable, no information under point B is required. <input type="checkbox"/> Income from self-employment or Commercial business or agriculture and forestry and non-self-employed employment (This also includes negative income) If applicable, no information under point B is required. Income from small photovoltaic systems (up to 10 kW) and comparable combined heat and power plants (up to 2.5 kW) can be exempt from tax. This means that there is no need to take parental allowance into account. If you have not earned or do not earn any other income from self-employment, business and/or agriculture and forestry, you will be treated in the same way as an exclusively employed person under parental allowance law.	<input type="checkbox"/> Please fill out the declaration for self-employed people <input type="checkbox"/> Please fill out the declaration for self-employed people <input type="checkbox"/> Income tax notice or copy of the application the tax office
	In the 12 months before my child's birth month I have :	
b	<input type="checkbox"/> did not receive any income from employment <input type="checkbox"/> Income from employment employment related (Wage, salary, income from mini-job/midi-job, transition fees, waiting compensation, etc., monetary benefit e.g. through private use of a company car) <input type="checkbox"/> Additionally, I have in the twelve months before birth from _____ to _____ <input type="checkbox"/> Received maternity benefit <input type="checkbox"/> Parental allowance received for an older child <input type="checkbox"/> suffered a loss of income <input type="checkbox"/> through a pregnancy-related illness <input type="checkbox"/> through military/civil service	<input type="checkbox"/> No evidence is required. <input type="checkbox"/> please attach the pay slips issued for the 12 months before the month of birth; if you are receiving ongoing maternity benefit or have one employment ban according to Section 3 of the Maternity Protection Act the issued payslips for the 12th Months before the start of the maternity leave period. <input type="checkbox"/> please provide additional pay slips for the 12th Attach monthly period, according to the number of Months for which the following benefits are received became <input type="checkbox"/> Please present the benefit notification <input type="checkbox"/> Please present the benefit notification <input type="checkbox"/> Please provide a medical certificate <input type="checkbox"/> Please provide a certificate of duration
	These months are then not used to calculate parental allowance. The exclusion of these months can be completely or partially waived. See also explanations of the application. <input type="checkbox"/> I request that the following months nevertheless for the assessment period should be used: _____	

	<p>ÿ I have due to the Covid-19 pandemic suffered a loss of income between March 1st, 2020 and December 31st, 2021 and request that the following calendar months be excluded from the assessment period:</p> <p>_____</p>	<p>ÿ Please submit an employer certificate stating that you are due to the Covid-19 pandemic lower income in the areas you are referring to months requested for exclusion, and one Proof of lower income</p>
	<p>ÿ I have this because of the Covid-19 pandemic Parental allowance payment for my older child has been postponed. I originally planned these months to be before I turned 14. month of the older child's life. I request the following months in Assessment period to be excluded:</p> <p>_____</p>	<p>ÿ Please submit the change notice for your older child, in which the reference months that you postponed due to the Covid-19 pandemic are approved. (You can find further information in the explanations on the special regulations due to the Covid-19 pandemic)</p>

14	Maternity benefit / employer subsidy / comparable benefits
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The following benefits are or were received by the mother:	
Maternity benefit as an ongoing payment	ÿ yes ÿ no ÿ Please present the certificate from the health insurance company
Employer subsidy during the maternity leave period	ÿ yes ÿ no ÿ please provide a certificate from the employer (payroll/payroll).
Service or candidate salaries after childbirth	ÿ yes ÿ no ÿ please provide the salary notification and certificate from Submit to your employer about the duration of the protection period
Foreign family benefits	ÿ yes ÿ no ÿ please present the certificate

15	Activity/income in the reference period
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The reference period is the period after the birth of the child for which parental allowance is applied for. The reference months are based on months of the child's life, not calendar months.	
ÿ I do not have any gainful employment during the parental allowance benefit period and do not earn any income from self-employment or employment.	
<p>ÿ I am employed during the reference period</p> <p>From since _____ with _____ weekly hours. From since _____ with _____ weekly hours.</p>	ÿ Please provide confirmation from the employer about the start of part-time work and the number of Hours per week and proof of expected income
<p>ÿ I have income from employment during the reference period employment.</p> <p>(Wage, salary, income from mini-job/midi-job, transition fees, waiting compensation, etc., monetary benefit e.g. through private use of a company car)</p>	ÿ Please present the pay slips
<p>ÿ I take vacation during the reference period: _____ days</p> <p>from _____ until _____.</p> <p>The vacation results from an activity with _____ weekly hours.</p>	ÿ Please provide confirmation from your employer ÿ Please present the pay slip
<p>ÿ I am in</p> <p>ÿ (Higher) school education, vocational training ÿ a vocational training measure</p> <p>From since: _____ estimated end: _____ .</p>	ÿ Please attach proof
<p>ÿ During the reference period I am self-employed, running a business, or an agricultural and forestry activity</p> <p>from/since: _____ with _____ weekly hours.</p>	ÿ Please fill out the declaration for self-employed people
<p>ÿ I have income from one during the reference period self-employed activity, from a commercial business or from agricultural and Forestry.</p> <p>(this also includes negative income)</p>	ÿ Please fill out the declaration for self-employed people
<p>ÿ I will receive income replacement benefits during the reference period.</p> <p>(e.g. unemployment benefit I, pensions, short-time work benefits, etc.)</p> <p>Type of service: _____ Since: _____ (Day month Year)</p>	ÿ Please include the current benefit notification Short-time working allowance the last payslip add (Changes in the amount of the payment must be reported immediately)

16	More children	
Number of all children living in the household: _____		
Information about the siblings, insofar as these are important for the sibling bonus: (For which child a bonus is paid, please see the explanations to No. 16.)		
Name first Name: _____ Birth date: _____ Childhood relationship: _____ Parental allowance file number: _____ Does the child live in your household: <input type="checkbox"/> yes <input type="checkbox"/> no Premature birth (at least 6 weeks) <input type="checkbox"/> yes <input type="checkbox"/> no		Name first Name: _____ Birth date: _____ Childhood relationship: _____ Parental allowance file number: _____ Does the child live in your household: <input type="checkbox"/> yes <input type="checkbox"/> no Premature birth (at least 6 weeks) <input type="checkbox"/> yes <input type="checkbox"/> no
<input type="checkbox"/> One of the aforementioned children has a disability. <input type="checkbox"/> Please provide proof of the degree of disability		
17	E income limit	
There is no entitlement to parental allowance if the taxable income within the meaning of Section 2 Paragraph 5 of the Income Tax Act in the last completed assessment period before the birth of the child exceeds €250,000 for an eligible person (single parent) or exceeds €300,000 for couples.		
This determination is based on the total income from the seven types of income under tax law (total income from agriculture and forestry, business, self-employment, employment, Capital assets, rental and leasing and other income in accordance with Section 22 EStG)		
For single parents		For couple communities
My income in the year before the birth is...		Our income in the year before the birth is...
<input type="checkbox"/> <u>certainly not</u> over one too taxable Income from €250,000.	<input type="checkbox"/> <u>over one to</u> taxable Income from €250,000.	<input type="checkbox"/> <u>expected</u> in the area of one to be taxed Income from €250,000
<input type="checkbox"/> <u>certainly not</u> over one too taxable Income from €300,000.	<input type="checkbox"/> <u>over one to</u> taxable Income from €300,000.	<input type="checkbox"/> <u>expected</u> in the area of one to be taxed Income from €300,000
<input type="checkbox"/> The tax assessment is attached.		<input type="checkbox"/> A tax assessment is not yet available.
18	Legal representative or carer	
For legal representatives or carers, the following additional information is required: (Please include proof of guardianship if necessary.)		
Last name: _____ First name: _____ Telephone number: _____ Street, house number: _____ Zip Code Residential Address: _____		
19	Hints	
<input type="checkbox"/> Please also note the special regulations regarding the Covid-19 pandemic. You can find information about this in the Explanations on parental allowance due to the Covid-19 pandemic and please also note the application for postponement due to the Covid-19 pandemic.		
<input type="checkbox"/> The information you request is necessary for the decision on your application. The data is according to § 67a Tenth Book of the Social Code (SGB X) and the provisions of the BEEG, as well as in accordance with the Processed and stored in accordance with the EU General Data Protection Regulation (EU-GDPR). Detailed information You can find out more about this in the information sheet on the EU GDPR from your responsible parental allowance office.		
<input type="checkbox"/> Anyone who applies for social benefits must, in accordance with Section 60 of the First Book of the Social Code (SGB I), be responsible for the factual clarification state the necessary facts and provide the requested evidence, otherwise the service provider can Failure to provide services in whole or in part in accordance with Section 66 SGB I.		
<input type="checkbox"/> Is parental allowance unfair due to incorrect, incomplete, omitted or delayed information or notifications has been granted, the amount wrongly obtained will be reclaimed. In this case, according to Section 14 BEEG (fine regulation) in conjunction with Section 60 SGB I, administrative offense proceedings can be initiated.		
<input type="checkbox"/> You are obliged to report any changes to the circumstances stated in the application immediately to the parental allowance office to communicate.		

FINAL STATEMENT

I agree that the parental allowance office may obtain further information from the tax office if this is necessary for the decision. yes no

It is assured that the above information and the income declaration are correct and complete and that no further application for payment of parental allowance has been/will be made to another authority for the same period for the child for whom parental allowance is sought in the application .

Note: The signature of the partner or other parent is required. With the signature, the determination of the reference periods is agreed and the information on family income is confirmed.

place, date

Signature of the applicant

Signature of partner
or other parent

Legal signature
Representative/caregiver

Please do not attach evidence stapled or stapled!