



# Information Sheet

## Information Sheet on the Redaction of Unrequired Data on Verification Documents

In accordance with the principle of data economy, we would like to point out to you that you may redact information on documents which we do not require for the processing of a transaction. Based upon examples on this Information Sheet, we will show you which documents this affects and which information you may redact.

### Copy of an Identity Card (National ID Card)

Large-scale redactions are not permissible so that the structure and the appearance of the document remain intact. Accordingly, only field contents may be redacted, but nonetheless not field descriptions. Please also keep in mind that you may need to copy the front and back sides of the ID insofar as required data are displayed there.

The following data must be recognisable and legible to us while all other data may be redacted:

- Which type of document it is (in this case: identity card)
- Which country issued the document
- "Surname", "forename" and "birthdate" of the keeper
- "Address" of the keeper
- "Valid until" date of the ID



Reference: Bundesrepublik Deutschland, Bundesministerium des Innern - Verordnung über Personalausweise und den elektronischen Identitätsnachweis (Personalausweisverordnung – PAuswV) vom 1. November 2010, BGBl. I Nr. 54, Anhang 1, S. 1469.

The present illustrations are modified versions. The reference refers to the original document without redaction.



### Copy of a Driver's Licence

Large-scale redactions are not permissible so that the structure and the appearance of the document remain intact. Accordingly, only field contents may be redacted, but nonetheless not field descriptions.

The following data must be recognisable and legible to us while all other data may be redacted:

- Which document it is (in this case: driver's licence)
- Which country issued the document
- "Surname", "forename" and "birthdate" of the keeper
- "Valid until" date of the licence



Reference: *Bundesrepublik Deutschland, Bundesministerium des Innern - Bundesdruckerei GmbH*  
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**Copy of a Registration Certificate Part 1 (formerly Motor Vehicle Registration Certificate)**

Large-scale redactions are not permissible so that the structure and the appearance of the document remain intact. Accordingly, only field contents may be redacted, but not field descriptions.

The following data must be recognisable and legible to us while all other data may be redacted:

- Which document it is (in this case: registration certificate part 1)
- Which country issued the document
- "Surname", "forename" or "company name" of the keeper
- "Date of this registration"
- "Date of initial registration of the vehicle"
- "Address"
- "Trade names"
- Vehicle Manufacturer
- Vehicle identification number (VIN)

**Zulassungsbescheinigung Teil I**  
(Fahrzeugschein)

Nr. [redacted]

Europäische Gemeinschaft **D** Bundesrepublik Deutschland

Permisso de circulación, Parte I / Ověřovací a registrační - Část I / Registrationsattest, Teil I / Registreerimistunnistus, Osa I / Άδειά κυκλοφορίας - Διαπιστευτικό Επιστολή, Μέρος I / Registration certificate, Part I / Certificat d'immatriculation, Partie I / Carta de circulație, Parte I / Registrācijas apliecība, L daļa / Registrācijas liudzums, I daļa / Forgivenگی سند، I rész / Certifikat za registraciju, L-1 Part / Konsolidovaný dokaz I / Dowód Rejestracyjny, Część I / Certificado de matrícula, Parte I / Ověřování a evidování, Část I / Прометно дозвоjenje, Del I / Reģistrācijas dokuments, Osa I / Registringsbeviset, Del I

A Amtliches Kennzeichen  
[redacted]

C.1.1 Name oder Firmennam  
**Mustermann**

C.1.2 Vorname(n)  
**Erika**

C.1.3 Anschrift  
**Muster Straße 1  
12345 Musterhausen**

Nächste HU  
(Monat und Jahr): [redacted]

I Datum: **13.10.2017**

C.4.c Der Inhaber der Zulassungsbescheinigung wird nicht als Eigentümer des Fahrzeugs ausgewiesen.

05.06.2008

ABCDEF GHIJKLMNO P Q

Golf

Volkswagen-VW

Reference: Bundesrepublik Deutschland, Bundesministerium des Innern - Bundesdruckerei GmbH  
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