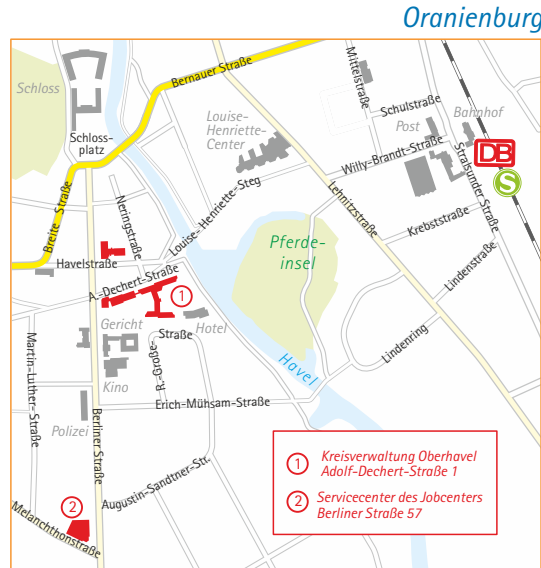


► You live in:

Hennigsdorf, Oberkrämer, Velten, Oranienburg, Leegebruch, Liebenwalde, Glienicke,	Birkenwerder, Hohen Neuendorf, Mühlenbecker Land, Kremmen, Löwenberger Land - local districts: Grüneberg,	Hoppenrade, Liebenberg, Löwenberg, Nassenheide, Neuendorf, Neulöwenberg or Teschendorf?
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Then the Servicecenter in Oranienburg is responsible for you:

Berliner Straße 57 · 16515 Oranienburg
Telephone: 03301 601-5500
Telefax: 03301 601-80200
E-mail: Jobcenter.ALG2@oberhavel.de



► You live in:

Gransee, Fürstenberg, Zehdenick, Löwenberger Land - local	districts: Gutengermendorf, Häsen, Klevesche Häuser, Falkenthal,	Glambeck, Grieben, Großmutz, Linde or Neuhäsen?
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Then the Servicecenter in Gransee is responsible for you:

Straße des Friedens 9-10 · 16775 Gransee
Telephone: 03301 601-5298
Telefax: 03301 601-5295
E-mail: Jobcenter.GR.ALG2@oberhavel.de



Oranienburg

Gransee

Landkreis Oberhavel · Jobcenter
[Administrative district]
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SERVICECENTER





OUR SERVICES FOR YOU

The two Servicecenters of the Jobcenter Oberhavel are the first points of contact for all matters concerning long-term unemployed people in Oberhavel.

Our objective is to help you as quickly, professionally and comprehensively as possible and find solutions to your concerns and questions – with as little waiting times as possible. For your convenience you can arrange your preferred appointments online here: www.oberhavel.de/jobcenter. At the counselling desks at the Service-centers several staff members are at your disposal.

If you need advice, please contact us:

by telephone at our telephone number
▶ **03301 601-5500**

or per e-mail (depending on your residence, see overleaf)

▶ Jobcenter.ALG2@oberhavel.de
or
▶ Jobcenter.GR.ALG2@oberhavel.de

Please note:

Please submit only copies of your documents; original documents only have to be submitted if requested.

WHAT WE OFFER IN DETAIL

At the Servicecenters you can receive advice on all case-related matters such as:

- ▶ Comprehensive and qualified counselling on questions concerning SGB II [Social Security Code II] and related topics provided by our telephone service staff and our staff on site
- ▶ Filing and submitting new and renewal applications for SGB II as well as for education and participation measures
- ▶ Distribution of all types of application forms, pre-printed forms and notifications of changes to the SGB II
- ▶ Issuing of the customer cards for the mobility ticket Brandenburg
- ▶ Certificates of exemption from the obligation to pay broadcasting fees
- ▶ Comprehensive counselling on all aspects of your starting a job and on integration benefits

OFFICE HOURS

The Servicecenters in Oranienburg and Gransee are open for you on:

Monday: 09:00–12:00 and 13:00–15:00 o'clock
Tuesday: 09:00–12:00 and 13:00–18:00 o'clock
Wednesday: 09:00–12:00 and 13:00–15:00 o'clock
Thursday: 09:00–12:00 and 13:00–16:00 o'clock
Friday: 09:00–12:00 o'clock

You can reach our staff by telephone at the number **03301 601-5500** on:

Monday: 09:00 – 15:00 o'clock
Tuesday: 09:00 – 16:00 o'clock
Wednesday: 09:00 – 15:00 o'clock
Thursday: 09:00 – 16:00 o'clock
Friday: 09:00 – 12:00 o'clock

If you need further advice on benefits under the SGB II, the staff at the Servicecenters will make an appointment with your benefit calculator or case manager. All documents submitted will be forwarded to the appropriate officer in a timely manner. Please have your file number ready, if you already have one.

IMPRINT

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