

## Welcome to Brakel Town

Dear .....

Brakel Town, the churches and our voluntary workers for refugees like to welcome you heartily after an arduous escape and receive you as our guest. We share your fate and would like to give you shelter as best in the near future as we can and treat you humanely.

*“Welcome to our community and feel at home among us.”*

The vast number of refugees is one of the biggest challenges in Europe and Germany and demands a lot of strength and confidence of the population. Together with you we'd like to create a harmonious life so that you can settle easily. But your assistance is vital, too.

No matter what your status to stay in our country is, we recommend that you **learn German**. The desire to learn the German language is the basis for integration into our society and you'll soon experience much sympathy and support from the local people here.

We greatly respect your culture and consider it an gain for our country. The basis for our society and democracy is the Basic Law of the Federal Republic. Its main elements are: the inviolability of human dignity, free self-development, the right to physical inviolability, equality, equal rights of men and women. Nobody should be privileged because of and discriminated against his sex, his descent, his race and language, his home and social background, his faith and religious and political view of life. Nobody should be discriminated against because he is handicapped. Please, follow the laws and customs of our country.

In the next few days **Mrs. Bouzaima, our social worker** will contact you. She gives individual support and advice.

### Very important

Whenever you must pay a visit to authorities and consultants, never forget your registration card and your document. Appointments must always be kept on **time**. We recommend to keep all your documents in a separate file. (contact Beratungscafé in Märsch 1)

### Your first steps

After it is clear where you'll be allocated, you'll be driven immediately to **the town hall in Brakel** and its staff in charge.

You may contact **Mr Hartmut Senft, Mr Andreas Homisse, Mrs Johanna Lüke and Mrs Jutta Marx** on Mondays, Tuesdays and Fridays between 08.00 – 12.30 am, Wednesday: closed Thursday: 08.00 – 12.30 am and 14.00 – 16.30 pm or by arrangement

Apply for a **language course** in German. Study the handouts at the central accommodation hall and ask at Beratungscafé in Märsch 1.

### You may live in one of the following accommodations

- Brakeler Märsch 1, 33034 Brakel
- Heinrich-Kluge-weg 1, 33034 Brakel
- Erlenhof am Heineberg 45, 33034 Brakel
- .....

### Living in Brakel

Brakel Town tries to offer you a decent accommodation and invests a lot of money. At the moment we are not able to offer bigger living space. In order to achieve a good relationship it is vital that you consider your room mates and respect the members of your house. In your own interest we ask you to pay attention to health regulations and look after the furnishings.

The **German** government and its inhabitant are responsible for you. We like you to settle down here easily. But we do expect your respect among other refugees and towards the Germans so that there may be the best possible mode of integration.

### Participation

You are welcome to attend any cultural, religious, social or sportive events of the clubs in our town. Use your chance to contact the population in Brakel.

### Doctors/ illnesses

In case you or any member of your family needs medical help, you first need a health insurance voucher. These are valid for three months only! You need the paper on 1st January, 1st April, 1st July and 1st October. The social security office provides vouchers.

### Public transport

Where? Brakel railway station

#### The trains run every hour.

Die Nord-West-Bahn in the direction of

1. Brakel – Bad Driburg – Altenbeken – Paderborn .... Direction to Dortmund – Cologne
2. Brakel – Ottbergen – Höxter

Never travel without a valid ticket, else you are fined as a fare-dodger. There will be a criminal charge against you.

### Money

Benefits will be paid on the **last Tuesday of a month** for the following month between 08.00 am – 16.00 pm. An official of the **social security office** will pay you.

### Prolonging your identity card

This falls in the responsibility of Ausländerbehörde Kreis Höxter. However, you may hand in your document at the social office who will then forward the case for you and in return they will inform you when the papers have arrived from Höxter.

### Residence requirement

During the asylum proceedings you must live in Brakel. However, you may visit another place within North Rhine Westphalia /NRW.

If you plan a trip of several days, give notice to the social office workers beforehand. Leaving NRW for a longer period **during the first three months after your application** is only possible with a special permit from Ausländerbehörde Kreis Höxter. This must be done in writing.

### Asylum proceedings

The vast number of asylum seekers in Germany means a big task for the German authorities. The proceedings are complex. Please be patient. You will be notified as soon as possible. It is the Federal Office for Migration and refugees (BAMF) that takes the decisions. The hearing is done either in Dortmund or in Bielefeld.

### Work

No refugee is allowed to work without holding a work permit. This permit can only be given at your request at the Ausländerbehörde. The application form can first be filled in at the soonest three months after you have asked for asylum officially.

To stand a chance for a job you should have a good knowledge of the German language and show your willingness to learn more. Besides you, a lot of Germans are seeking a job, too. Unskilled jobs are rarely inquired. However, your chances increase if you have achieved a professional training. Therefore you should watch the job market carefully and focus on your professional qualification. Get in closer contact with the voluntary workers at Beratungscafé and discover your talents.

### Educational opportunities

Even when you have finished school with a high school diploma in your home country or if you have started working in a particular profession, use the time for further education. Education forms the ideal basis for your future. It depends on your residence status whether you receive extra language opportunities. Use the modern media (internet, books) to improve your own skills and extend your language competence by studying on your own. Form groups that follow the same interests and support other refugees to get along, too.

### Information meetings

You must attend two meetings:  
Place: Central accommodation  
Brakeler Märsch 1, 3034 Brakel  
When?? Study information board carefully

Topic 1: laws and your duties

Topic 2: The world of work in Germany – education as a precondition to create your future