



City of Oklahoma City  
Development Services Department  
Development Center, Permits/Licensing  
420 W. Main, 8<sup>th</sup> Floor  
Oklahoma City, OK 73102

## APPLICATION FOR SHARE VEHICLE SYSTEM BUSINESS LICENSE

### Notice

Any false answer or statement made by the applicant herein constitutes a violation of the ordinances of The City of Oklahoma City. Detection of such false answer or statement will result in refusal of license, and if granted, revocation of same. Application must be completed in full. No license will be issued unless The City is able to verify the information provided.

**Submit your completed Application and any applicable attachments to:**

**The City of Oklahoma City  
Development Center, Permits/License  
Section 420 W. Main Street, 8<sup>th</sup> Floor  
Oklahoma City, OK 73102**

Application Date: \_\_\_\_\_

Applicant's Name and Title: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Established place of business within state (if applicable):

\_\_\_\_\_

Names of all owners, officers, and managers of the business:

\_\_\_\_\_

\_\_\_\_\_

Phone Number and Email for Business:

\_\_\_\_\_

Registered Agent, on file with Oklahoma Secretary of State:

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Requested Number of Share Vehicles in fleet (§13-247):

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Description of Type and Extent of Service to be offered:

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Description of color scheme, insignia, unique identifier, statements, or any other distinguishing characteristics:

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\* Attach Image or Picture of the proposed share vehicle description, including the descriptions listed above.

Schedule for fares to be charged, and any meter rate per mile or fraction thereof:

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A direct method (such as log in information), acceptable to The City, for The City to access real-time data on the usage and availability and location of the entire vehicle fleet within The City, as required by §§ 13-247 and 13-250(2):

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### **Required Documents**

Attached a Copy of the following:

1. Revocable Permit(s)
2. Customer Account Deactivation Plan
3. Share System's Identification and Education scheme
4. Privacy Policy
5. Verification regarding applicable equipment standards
6. Oklahoma Secretary of State – business filing and registered agent information
7. Proof of Insurance
  - a. Coverage must abide by 13-251 Insurance Requirements
8. Maintenance Plan
9. Log in info/dashboard approval from Embark
10. Share Vehicle Photo

FOR OFFICE USE ONLY

App Received (license)	App Reviewed
	License Issue Date

The undersigned hereby certifies that the contents of the application are true and correct; and in consideration of the issuance of said license(s), agrees to fully comply with all applicable ordinances of The City of Oklahoma City and statutes of the State of Oklahoma.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Printed Authorized Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

State of Oklahoma )

)

County of Oklahoma )

Subscribed and sworn to before me on \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public

Commission Expires: \_\_\_\_\_

Commission Number: \_\_\_\_\_

SEAL:

**NOTIFIED APPLICANTS:** THIS APPLICATION MUST BE SUBMITTED TO THE SUPERVISOR OF LICENSES FOR THE CITY OF OKLAHOMA CITY. ALL APPLICANTS SHOULD READ CHAPTER 13 OF THE OKLAHOMA CITY MUNICIPAL CODE BEFORE APPLYING SO THAT EACH APPLICANT WILL UNDERSTAND THE CRITERIA IT MUST MEET IN ORDER TO OBTAIN AN OPERATING LICENSE AND WILL UNDERSTAND ALL OPERATING RULES. ALL PERSONS/LICENSEES GRANTED A BUSINESS LICENSE WILL BE RESPONSIBLE FOR KNOWING AND FOLLOWING THE RULES AS SET FORTH IN CHAPTER 13. ANY FALSE STATEMENT MADE HEREIN IS GROUNDS FOR REVOCATION OR SUSPENSION OF THE BUSINESS LICENSE.