



City of Oklahoma City
Development Services Department
Licensing
420 West Main, 8th Floor
Oklahoma City, OK 73102
405-297-2606

Home Sharing Application

Please complete the entire form. No licenses will be issued unless The City is able to verify the information provided. The Supervisor of Licenses may deny, revoke or suspend a license or permit pursuant to the provisions of Chapter 26 of the Oklahoma City Municipal Code 2010. Additional information not requested on this form may be required prior to the issuance of any license.

Submit a copy of valid Driver's License or State issued ID.

Property Information

Street Address _____
City _____ State _____ Zip Code _____

Host Information

Name of Host (Print please) _____ Phone Number _____
Company Name (if applicable) _____
Email Address _____
Street Address _____
Mailing Address _____
City _____ State _____ Zip Code _____

Local Contact Information (if host lives outside of The City or State)

Name of Local Contact (Print please) _____ Phone Number _____
Street Address _____
Email Address _____
City _____ State _____ Zip Code _____

Number of bedrooms being offered for rent

The Uniform Resource Locator (URL) (i.e. website address) for any and all advertisements of the rental.

Please have the following documents attached:

1. Affidavit verifying the property is in compliance with the City's minimum property maintenance, building, electrical, mechanical and plumbing codes and that the property has working smoke detectors, carbon monoxide detector and a functioning fire extinguisher.
2. Ownership of the property.
3. Authorization from property owner, if applicant is a tenant.
4. Proof that the property is the primary residence of the host, such as a driver's license, automobile registration, or voter registration. Unless either a special exception has been obtained from the Board of Adjustment or proof can be provided as to #5.
5. If applicable, please provide documentation that home sharing was conducted at this location prior to January 15, 2019. Such documentation may include prior home sharing rental agreements, receipts of payments received for home sharing, or other such evidence as may be deemed sufficient by the Supervisor of Licenses.

Print Host Name:

Host Signature:

For Notary Only:

Subscribed and sworn to or affirmed before me by _____
this ____ day of _____, 20_____.

Notary Public

My Commission Expires: _____

My Commission Number: _____