



# RESIDENTIAL BUILDING PERMIT OWNER OCCUPANT VERIFICATION

**Community  
Development  
405-670-7314**

3701 SE 15th Street  
Del City OK 73115  
www.cityofdelcity.gov  
permits@cityofdelcity.org

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## APPLICANT INFORMATION:

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_ Applicant Email: \_\_\_\_\_

## CONDITIONS:

This verification may be used to apply for an exemption from registration requirements for Residential Contractors, provided that **ALL** of the following conditions are met:

1. The applicant **MUST** be the owner and permanent occupant of the property for which a permit is being applied.
2. All work must be completed by the applicant, with no other person performing work for any sort of compensation, including subcontractors performing any work which otherwise require a residential permit.
3. Ownership must be verifiable. If ownership cannot be verified through the County Assessor, the Applicant will be required to submit a deed, real estate settlement statement, or similar document. Lease-Purchase Agreements are **NOT** considered acceptable to verify ownership.

## CERTIFICATIONS:

I certify the information contained within this application is accurate and complete. \_\_\_\_\_ (Initial)

I certify I am the Owner and Occupant of the address listed herein and I will personally complete all permitted work without compensation to any other party for work which otherwise require a Residential Permit. \_\_\_\_\_ (Initial)

APPLICANT'S  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_