



3231 Main Street, Oakley, CA 94561

Residential Rental Inspection Program

rental-inspections@ci.oakley.ca.us

RENTAL APPLICATION AND PROPERTY USE VERIFICATION AFFIDAVIT

This form is used to verify status of the property as it pertains to the Residential Rental Inspection Program. It is a requirement to register all rental properties with the City of Oakley. Please check the box that pertains to your property and return this form along with any required documentation within **15 days** of the date of the enclosed letter. Thank you for your prompt response & cooperation. Please print clearly.

I, _____, hereby declare the property at

_____, Oakley, CA

(Please make only one selection)

Is currently being **RENTED** or is intended to be a rental within 6 months of today's date.

Your Rental Registration fee is \$105

Make check payable to the City of Oakley and return signed application to the above address

Was **SOLD** on *(date required)* _____

Is currently **OWNER OCCUPIED** and is not intended to be a rental within 6 months of today's date.
As verification that I occupy this property, I have attached a copy of my most recent utility bill. The bill is in my name (owner) & the service address (property address) is the mailing address.

Is **OTHER** than the options above. Explain below.

Property Owner Address: _____
(if different than above)

Property Owner Phone Number: _____ Mobile #: _____

Under penalty of perjury, I declare that all of the above statements are true.

SIGNED _____ DATE _____

If paying remotely via Credit Card, please email rental-inspections@ci.oakley.ca.us and request a Payment Authorization Form via either email or facsimile. You must still complete and turn in the Rental Application and Property Use Verification Affidavit.