

License #: _____



Primary Residence Verification and Affidavit for Short-Term Rentals

This form is required for all short-term rental license applicants and must be completed after submission of the online rental license application and before issuance of a license.

The purpose of this affidavit is to verify that the applicant is the property owner of record, that the rental property is the applicant's primary residence, and that the address matches the address listed on the applicant's valid driver's license.

Applicant and Property Information

Applicant Name: _____

Rental Property Address: _____

Online Application Submitted On (date): _____

Primary Residence and Ownership Certification

By initialing each statement below, I certify the following:

_____ I am the owner of record of the property listed above.

_____ The property listed above is my primary residence, meaning it is my principal place of residence where I ordinarily live.

_____ The address of the rental property listed above matches the address on my valid driver's license.

Short-Term Rental Compliance Acknowledgment

By initialing each statement below, I acknowledge and agree to the following requirements:

_____ I have completed the required neighbor notification process in accordance with City ordinances.

_____ I will include the City-issued Short-Term Rental License Number and City Hall phone number (913-722-2600) in all advertisements and online listings for the rental property.

_____ I understand that failure to comply with applicable short-term rental regulations may result in denial or revocation of my license and may subject me to fines or penalties as allowed by code. This may include fines up to \$5,000.00 for each violation.

_____ I will complete the provided safety checklist attestation.

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Inspection Authorization

I hereby consent to the exterior inspection of the rental property, at reasonable times as necessary to ensure compliance with the City of Roeland Park Municipal Code and rental licensing requirements.

Affidavit and Signature

I declare under penalty of false statement that the information provided in this affidavit is true and correct to the best of my knowledge and belief. I understand that providing false or misleading information may result in enforcement action, denial or revocation of a rental license, and penalties as provided by law.

Printed Name of Property Owner of Record: _____

Signature of Property Owner of Record: _____

Date: _____

Notary Acknowledgment

STATE OF KANSAS

COUNTY OF JOHNSON

Subscribed and sworn before me, a Notary Public, this _____ day of _____, 20_____

Notary Public

My Commission Expires: _____