



Date _____
Tracking Number _____

SHORT TERM RENTAL OPERATOR’S PERMIT (OSTR)

INSTRUCTIONS

For detailed information, required reading, sample documents, and fillable forms relating to Short Term Rentals, please visit nola.gov/str. This application and all required attachments may be handwritten and submitted in person at the OneStop Shop on the 7th floor of City Hall. Applications can also be filled out and filed electronically with all required attachments at onestopapp.nola.gov. Instructions, FAQ, and troubleshooting tips for the onestopapp.nola.gov webpage are available at <https://nola.gov/onestop/help-with-the-one-stop-app/>. For technical issues with the onestopapp.nola.gov webpage, please contact onestopapp@nola.gov. Contact the Short Term Rental Administration by email at str@nola.gov or by phone at **504-658-7144**.

OPERATOR INFORMATION

Operator Name: _____

Mailing Address: _____

Unit/Apt/Suite Number (if applicable): _____ Zip Code: _____

Telephone: _____ Email: _____

Required Attachments:

- A list of the municipal addresses of all dwelling units for which the Operator is responsible, specifically including for EACH:**
 - Name and Contact Information of the STR Unit Owner**
 - Nuisance Prevention Plan**
 - Neighborhood Response Plan**
- A valid Driver’s License or other official government identification**

ATTESTATIONS:

I, _____, hereby certify that I have read, understand, and agree to comply with all legal duties imposed by New Orleans City Code Chapter 26 and the Comprehensive Zoning Ordinance.

Applicant Signature: _____ Date: _____

ACKNOWLEDGEMENTS:

I certify that all information contained in this application, and any attachments hereto, is true and correct to the best of my knowledge. I understand that the City of New Orleans is authorized to suspend or revoke a permit or license issued under the provisions of its Municipal Code wherever a permit or license is issued in error or on the basis of incorrect, inaccurate, or any false statement or misrepresentation, or in violation of any ordinance or regulation or any of the provisions of the City of New Orleans Municipal Code, the Comprehensive Zoning Ordinance, the International Construction Code or International Fire Code as adopted by the City of New Orleans. Fines and penalties for misrepresentation of material facts will be assessed in accordance with City of New Orleans ordinances and State of Louisiana Revised Statutes. I understand that any change in the scope or cost of the work or use must be reported to the Department of Safety and Permits and additional permits and/or licenses may be required.

Applicant Signature: _____ Date: _____