

Used Tire Recycling Account Application Process Handout

To Set up a Used Tire Recycling Account (STW No.) through the Oklahoma Tax Commission (OTC):

A sales tax permit is required in order to obtain a STW No. To apply for a sales tax permit go to:
<https://oktap.tax.ok.gov/oktap/Web/>
Click on **Business Application** and follow the instructions.

If you do not have online access, call 405-521-3160 to request an application or visit the OTC Oklahoma City office.

To request an STW no. if you already have a Sales Tax Permit No. fax your request to **405-521-3826** (attention: Business Registration) or deliver in person to the Oklahoma City office.

When faxing your request, include the following information:

Name

Business Name

Sales Tax Permit No.

Start Date

Phone No.

Oklahoma Tax Commission

2501 N. Lincoln Boulevard
Oklahoma City, OK 73194
Connors Building, Capitol Complex
(Northwest Corner Building of Complex)
Hours: 7:30 a.m. to 4:30 p.m.

The screenshot shows the Oklahoma Taxpayer Access Point (OTAP) website. The header includes the Oklahoma Taxpayer Access Point logo and navigation links for Home, Business Registration, and OKTAP Help. The main content area is titled "Oklahoma Business Registration Application" and contains instructions for users. It mentions that the processing of an electronic application takes a minimum of 5 days and that users should not use the system if they need a permit sooner. It also provides contact information for the Taxpayer Assistance Division at (405) 521-3160. A sidebar on the right contains a "Tip" section with links to Contact Us, OTC Rules, Business Tax Workshops, and Field Color Guide. Below this is a "Required" section with a table of fields: "Optional" (Required, Calculated, Needs Correction) and "Required" (Required, Calculated, Needs Correction).

If you have any questions regarding the application process or your STW No., call the OTC Taxpayer Assistance Division at 405-521-3160.

You may also call the Oklahoma Department of Environmental Quality Used Tire Recycling Program at 405-702-5100.

