

# PLOT SUBDIVISION

This form is free



Provide passport picture for your C-of-O as individual or Company seal / stamp as organization

## KATSINA STATE GEOGRAPHIC INFORMATION SERVICE APPLICATION FOR PLOT SUBDIVISION Application form is for both Individual and Organization

This form must be submitted along with an update form for each party in the subdivision

### Details of applicant:

Application date: DD/MM/YYYY KTL: \_\_\_\_\_ KT / NC: \_\_\_\_\_

Type of application:  Individual  Organization

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

Name of Title: \_\_\_\_\_

Gender:  Male  Female Date of Birth / Date of Registration (individual, organization): DD/MM/YYYY

Registration Number (RC – organization): \_\_\_\_\_

Nationality: \_\_\_\_\_ State of Origin: \_\_\_\_\_ Local Government: \_\_\_\_\_

House No: \_\_\_\_\_ Street Name: \_\_\_\_\_

District: \_\_\_\_\_ City/Town: \_\_\_\_\_ State: \_\_\_\_\_

Alternative Address Information: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ TIN: \_\_\_\_\_

### Property Information:

Proof of ownership:  Assignment  CofO  RofO

Property L.G.A.: \_\_\_\_\_ District: \_\_\_\_\_ Town: \_\_\_\_\_

Property Location Description and / or Plot Number: \_\_\_\_\_

Purpose for which the Land is used: \_\_\_\_\_ Value of Improvement: \_\_\_\_\_

### Parties and parts in the subdivision

Portion	Portion Size	Name of Parties in the subdivision	Date acquired
			DD/MM/YYYY
			DD/MM/YYYY
			DD/MM/YYYY

Comment: \_\_\_\_\_

Name of Representative: \_\_\_\_\_ Representative Mobile Number: \_\_\_\_\_

Applicant signature: \_\_\_\_\_ Representative signature: \_\_\_\_\_

Documents to submit	Ind.	Org.
Payment receipt	x	x
Means of Identification (National ID, International passport, Drivers License or Voters' card)	x	x
Registration / Particulars of Directors		x
Certificate of Incorporation		x
Memorandum and Articles of Association		x
Current Tax Clearance	x	x
This form	x	x
Sketch of the plot overlaid on google image	x	x

### Plot Subdivision processing fee is

N10,000 for Individual and Organization  
N20,000 per portion  
Any other outstanding fees

Ind = Individual, Org = organization

Completed forms and evidence of payment can be returned to KATGIS Office  
Garba Ja Abdulkadir State Secretariat Complex Katsina, Katsina State. Helpline: 09128962222, 09045000038

**Disclaimer:** It is a punishable offense to provide any false information and / or make any false statements or claims when completing this form. Where it is subsequently discovered that a Certificate of Occupancy is issued based on false or inaccurate information, the Governor at his sole discretion, will revoke such Certificate of Occupancy. The Governor reserves the right to reject any application form not properly or fully completed and shall not incur any liability for any such rejection. The information you provide on this form is public knowledge and may be published in the media.