

SUBLEASE

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 CONSENT TO SUBLEASE Application form is for both Individual and Organization

This form must be submitted along with an update form containing the details of Sub-Lessee

Details of applicant:

Application date: DD/MM/YYYY KTL: _____ KT / NC: _____

Type of application: Individual Organization

Name of Sub-Lessor (Applicant): _____ Lease Amount: _____

Amount in words: _____

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: _____

Name of Sub-Lessee: _____

Sublease Period: DD/MM/YYYY to DD/MM/YYYY Sublease duration: _____

Property Information:

Proof of ownership: C-of-O R-of-O Assignment

CofO Details:

Certificate No: _____ Reg. No _____ Page: _____ Volume: _____

Property L.G.A.: _____ District: _____ Town: _____

Property Location Description and / or Plot Number: _____

Purpose for which the Land is used: _____

Comments to assist in the processing of C-of-O: _____

Name of Representative: _____ Representative Mobile Number: _____

Representative ID: National ID International Passport Drivers License Voter's Card

Applicant signature: _____ Representative signature: _____

Documents to submit	Ind.	Org.
Payment receipt / This form	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
Sublease agreement	x	x

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

Sublease processing fee is

N10,000 for Individual and Organization
And any other outstanding fees

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.