

# STATUTORY ROFO Organization



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Company seal /  
stamp as  
organization

This form is free

## KATSINA STATE GEOGRAPHIC INFORMATION SERVICE Statutory Right of Occupancy Form for Organization ISSUANCE OF NEW SECURED CERTIFICATE OF OCCUPANCY

This form is for Regularization, SLTR (Conversion); Organizations who wants to register or convert their land to Statutory Title.

### Details of applicant:

Application date: DD/MM/YYYY KTL: \_\_\_\_\_ L.G.A.: \_\_\_\_\_  
Name of Applicant: \_\_\_\_\_  
Name of Title: \_\_\_\_\_  
Date of Registration: DD/MM/YYYY Registration Number (RC): \_\_\_\_\_  
Organization Representative: \_\_\_\_\_ Designation: \_\_\_\_\_  
Representative Phone: \_\_\_\_\_ Representative Email: \_\_\_\_\_

### Contact:

House No: \_\_\_\_\_ Street Name: \_\_\_\_\_  
District: \_\_\_\_\_ City/Town: \_\_\_\_\_ State: \_\_\_\_\_  
Alternative Address Information: \_\_\_\_\_  
Phone1: \_\_\_\_\_ Phone2: \_\_\_\_\_ Phone3: \_\_\_\_\_  
Email: \_\_\_\_\_ TIN: \_\_\_\_\_  
Contact Person Name: \_\_\_\_\_ Contact Person Phone: \_\_\_\_\_

### Property Information:

How did you acquire the land:

Sales Agreement  Non-Registered Assignment  Gift  Letter of administration  L.G.A. Allocation

Other means: \_\_\_\_\_ Allocation / Transaction date: DD/MM/YYYY

Plot Size: \_\_\_\_\_

Name of former owner: \_\_\_\_\_

Proof of ownership:  Sales Agreement  Local Government Allocation  Customary C-of-O

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

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

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

Comments to assist in the processing of C-of-O: \_\_\_\_\_

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

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

Documents to submit
This form
Proof of Ownership
Means of Identification (National ID, International passport, Drivers License or Voters' card)
L.G.A. Allocation, Customary C-of-O, Sales agreement
Registration / Particulars of Directors
Certificate of Incorporation
Memorandum and Articles of Association

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.