



FOR OFFICIAL USE ONLY
Payment Detail Stamp
Processing Fee Amount
Bank Teller Number
Receipt Number
Signature Accountant

Please attach
1 Passport
Picture for your
C-of-O
here carefully at
the Edge of the
Photo.
Don't pin the
Face!

EDO STATE GEOGRAPHIC INFORMATION SERVICE

APPLICATION FOR STATUTORY RIGHT-OF-OCCUPANCY
Application Form for Private Couples

FOR OFFICIAL USE ONLY (INFO DESK): <input type="checkbox"/> Private	EDL	File Number
1. Application Date: <u> </u> / <u> </u> / <u> </u> (Please complete this form. Fill in CAPITAL LETTERS and tick the appropriate items. Read Instructions at the back page and refer to full Application Guidelines.)		
2. No. of Children: <u> </u>		
_____ Husband _____		
3. Title: _____ First: _____ first name Middle: _____ middle name Surname: _____ family name		
4. Date of Birth: <u> </u> / <u> </u> / <u> </u> 5. Occupation: _____ 6. Nationality: _____		
7. State of Origin: _____ 8. Local Gov.: _____		
9. Religion: <input type="checkbox"/> Christianity <input type="checkbox"/> Islam <input type="checkbox"/> None <input type="checkbox"/> Other specify: _____		
10. Education: <input type="checkbox"/> Primary <input type="checkbox"/> Secondary <input type="checkbox"/> Tertiary <input type="checkbox"/> Other specify: _____		
11. House No: _____ (7) Street Name: _____ (Sapele Road) Community: _____ (Ugbor)		
City/Town: _____ (Benin City) District: _____ State: _____ (Edo)		
Country: _____ (Nigeria) P.O./P.M.B.: _____ (1111) C/O: _____		
Additional Address Information: _____ (Ugbor Barracks)		
12. Phone 1: _____ Phone 2: _____		
13. TIN: _____ Tax Identification Number 14. Email: _____		
_____ Wife _____		
15. Title: _____ First: _____ first name Middle: _____ middle name Surname: _____ family name		
16. Date of Birth: <u> </u> / <u> </u> / <u> </u> 17. Occupation: _____ 18. Nationality: _____		
19. State of Origin: _____ 20. Local Gov.: _____		
21. Religion: <input type="checkbox"/> Christianity <input type="checkbox"/> Islam <input type="checkbox"/> None <input type="checkbox"/> Other specify: _____		
22. Education: <input type="checkbox"/> Primary <input type="checkbox"/> Secondary <input type="checkbox"/> Tertiary <input type="checkbox"/> Other specify: _____		
23. Address: <input type="checkbox"/> Same as husband's address above (otherwise specify below):		
House No: _____ (7) Street Name: _____ (Sapele Road) Community: _____ (Ugbor)		
City/Town: _____ (Benin City) District: _____ State: _____ (Edo)		
Country: _____ (Nigeria) P.O./P.M.B.: _____ (1111) C/O: _____		
Additional Address Information: _____ (Ugbor Barracks)		
24. Phone 1: _____ Phone 2: _____		
25. TIN: _____ Tax Identification Number 26. Email: _____		

27. Delivered in Person? Yes No If "No" give name and phone of Representative. Phone: _____

First: _____ Middle: _____ Surname: _____

28. Identification: International Passport National ID Card Voter Registration Card Tax Identification Card
 Driver's License Others Specify _____ ID Number _____

29. Parcel Delineation: the Parcel is delineated by:
 Survey Plan Survey Data / Coordinates Site-Plan TDP
 the Parcel is NOT delineated and a Property Identification is needed for my TDP
 (Obtain a Property Identification Form)

30. Is the Applicant the original Land Owner? Yes No If "No" how did you acquire the Plot and who is the former Owner?
 Change of Ownership Customary C-of-O Power of Attorney Assignment Allocation Letter Part Surrender
 Inheritance Deed of Gift Letter of Administration Other: _____
 Name of former Owner: _____ Date of Transaction: Day / Month / Year

31. L.G.A.: _____ 32. Plot Size: _____ 33. Plot Number: _____ (if applicable)

34. Description of the Location of the Land: _____

35. Purpose for which the Land is used / required: _____

36. Value of Improvement: _____ 37. Lease Term required: _____

38. Write your comment: _____

Declaration:
 It is a punishable offence 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 was issued based on false or inaccurate information, the Governor may at his sole discretion, 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 supply on this form is public knowledge may be published in the media.

I have read and acknowledge the above declaration

Applicant Signature: _____ Representative Signature (see Item 27): _____

Documents to submit for Application of R-of-O	PRIVATE	PAYMENT
One Passport sized Photograph	required	The Amount includes the Processing Fee for Application, the Preparation Fee for the Offer of the Right of Occupancy and the Site Inspection Fee.
Copy of National ID Card or Inter. Passport or Driving License or Voters Card	required	
Current Tax Clearance Certificate	Optional	
Site Plan or Survey Report or Coordinates or TDP	required	The Payment is not refundable and must be paid at ACCESS BANK , Account Number 0777515446 .
Change of Ownership and Clearance Form and Agreement (transfer or sale) or Transaction Deed or Letter of Administration or Allocation Letter	required	
Police Report and Court Affidavit	Lost or Stolen Documents	The Bank Teller must be submitted together with the completed filled Application Form.

APPROVED IDENTIFICATION
 National ID Card; International Passport; Drivers Licence; Voter Registration Card.

EDOGIS Helpline: 0813 614 9787 or 0815 661 1097
Email: info@edogis.org; Web: www.edogis.org

Completed forms, evidence of payment and documents should be returned to:
 EDOGIS Office at 102 Sapele road, Benin City, Edo State, Nigeria.

34 a. Specify the Landuse or the Purpose Clause and copy the description to item 34 on the front page :

RESIDENTIAL

- Private Residential
- Staff Quarter / Life Camp

MIXED USE

- Multi-Purpose
- Special Development
- Comprehensive Development

AGRICULTURAL

- Farming
- Horticulture

COMMERCIAL

- Commercial Housing Estate
- Hotel
- Hostel
- Motel
- Guest House (Hospitality)
- Restaurant / Fast Food
- Neighbourhood Centre
- Shopping Mall / Plaza
- Small Shops / Corner Shops
- District Market
- Supermarket
- Shopping Complex
- Office
- Banking /Insurance /Services
- Warehouse
- Bakery / Cafe'
- Plant Nursery
- Workshop
- Petrol Filling Station
- Gas Refilling Station
- Fuel Depot
- Garage / Carwash
- Internet Café
- Cinema / Theatre
- Sports Facility

PUBLIC INSTITUTION

- Nursery School
- Day Care
- Nursery & Primary School
- Primary School
- Secondary School
- University
- Research Institute
- Educational Institution
- Training / Vocation Cent. / College
- Clinic
- Hospital
- Veterinary Clinic
- Dental Clinic
- Laboratory
- Church
- Mosque
- Place Of Worship
- Fire Service
- Court / Jurisdiction
- Library
- Community Centre

INDUSTRIAL

- Quarry
- Borrow Pit
- Mining / Minerals
- General Manufacturing
- Metal or Wood Factory
- Paper, Chemicals, Textil
- Stones, Sediment, Ceramics
- Water Packaging, Bottling
- Agro-Allied

PUBLIC UTILITY UNIT

- Post Office
- Power Station/ Subst./ Transformer
- TV Or Radiostation
- Water Treatment Plant
- Dump Site

TRANSPORTATION

- Bus Depot
- Motor Park
- Lorry / Trailer Park

OPEN SPACE / GREEN AREA

- Play Ground / Picnic Area
- Recreation and Holiday Resort
- Amusement Park
- Game Reserve / Zoo
- Sports Area
- Golf Course
- Equestrian Centre
- Country Club / Health Farm
- Neighbourhood Park
- Recreational Centre
- Entertainment Complex
- Cemetery
- National Memorial Park
- Local Park
- District Park
- Prayer Site