



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 Individuals

FOR OFFICIAL USE ONLY (INFO DESK): <input type="checkbox"/> Private	EDL	File Number
1. Application Date: Day / Month / Year (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. Title: First: first name Middle: middle name Surname: family name		
3. Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female 4. Date of Birth: 5. Occupation: 6. No. of Children:		
7. Nationality: 8. State of Origin: 9. Local Gov.:		
10. Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed		
11. Religion: <input type="checkbox"/> Christianity <input type="checkbox"/> Islam <input type="checkbox"/> None <input type="checkbox"/> Other specify:		
12. Education: <input type="checkbox"/> Primary <input type="checkbox"/> Secondary <input type="checkbox"/> Tertiary <input type="checkbox"/> Other specify:		
13. 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)		
14. Phone 1: Phone 2:		
15. TIN: Tax Identification Number 16. Email:		
17. Delivered in Person? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No" give name and phone of Representative. Phone:		
First: Middle: Surname:		
18. Parcel Delineation: <input type="checkbox"/> the Parcel is delineated by: <input type="checkbox"/> Survey Plan <input type="checkbox"/> Survey Data / Coordinates <input type="checkbox"/> Site-Plan <input type="checkbox"/> TDP <input type="checkbox"/> the Parcel is <u>NOT</u> delineated and a Property Identification is needed for my TDP (Obtain a Property Identification Form)		
19. Is the Applicant the original Land Owner? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No" how did you acquire the Plot and who is the former Owner?		
<input type="checkbox"/> Change of Ownership <input type="checkbox"/> Customary C-of-O <input type="checkbox"/> Power of Attorney <input type="checkbox"/> Assignment <input type="checkbox"/> Allocation Letter <input type="checkbox"/> Part Surrender <input type="checkbox"/> Inheritance <input type="checkbox"/> Deed of Gift <input type="checkbox"/> Letter of Administration <input type="checkbox"/> Other:		
Name of former Owner: Date of Transaction: Day / Month / Year		
20. L.G.A.: 21. Plot Size: 22. Plot Number: (if applicable)		
23. Description of the Location of the Land:		
24. Purpose for which the Land is used / required: (for appropriate description see back page 24a)		
25. Value of Improvement: 26. Lease Term required:		
27. Write your comment:		
P.T.O.	P.T.O.	

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 17): _____

24 a. Specify the Landuse or the Purpose Clause and copy the description to item 24 on the front page :

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| <p><input type="radio"/> RESIDENTIAL</p> <p><input type="checkbox"/> Private Residential</p> <p><input type="checkbox"/> Staff Quarter / Life Camp</p> | <p><input type="radio"/> COMMERCIAL</p> <p><input type="checkbox"/> Commercial Housing Estate</p> <p><input type="checkbox"/> Hotel</p> <p><input type="checkbox"/> Hostel</p> <p><input type="checkbox"/> Motel</p> <p><input type="checkbox"/> Guest House (Hospitality)</p> <p><input type="checkbox"/> Restaurant / Fast Food</p> <p><input type="checkbox"/> Neighbourhood Centre</p> <p><input type="checkbox"/> Shopping Mall / Plaza</p> <p><input type="checkbox"/> Small Shops / Corner Shops</p> <p><input type="checkbox"/> District Market</p> <p><input type="checkbox"/> Supermarket</p> <p><input type="checkbox"/> Shopping Complex</p> <p><input type="checkbox"/> Office</p> <p><input type="checkbox"/> Banking /Insurance /Services</p> <p><input type="checkbox"/> Warehouse</p> <p><input type="checkbox"/> Bakery / Cafe'</p> <p><input type="checkbox"/> Plant Nursery</p> <p><input type="checkbox"/> Workshop</p> <p><input type="checkbox"/> Petrol Filling Station</p> <p><input type="checkbox"/> Gas Refilling Station</p> <p><input type="checkbox"/> Fuel Depot</p> <p><input type="checkbox"/> Garage / Carwash</p> <p><input type="checkbox"/> Internet Café</p> <p><input type="checkbox"/> Cinema / Theatre</p> <p><input type="checkbox"/> Sports Facility</p> | <p><input type="radio"/> PUBLIC INSTITUTION</p> <p><input type="checkbox"/> Nursery School</p> <p><input type="checkbox"/> Day Care</p> <p><input type="checkbox"/> Nursery & Primary School</p> <p><input type="checkbox"/> Primary School</p> <p><input type="checkbox"/> Secondary School</p> <p><input type="checkbox"/> University</p> <p><input type="checkbox"/> Research Institute</p> <p><input type="checkbox"/> Educational Institution</p> <p><input type="checkbox"/> Training / Vocation Cent. / College</p> <p><input type="checkbox"/> Clinic</p> <p><input type="checkbox"/> Hospital</p> <p><input type="checkbox"/> Veterinary Clinic</p> <p><input type="checkbox"/> Dental Clinic</p> <p><input type="checkbox"/> Laboratory</p> <p><input type="checkbox"/> Church</p> <p><input type="checkbox"/> Mosque</p> <p><input type="checkbox"/> Place Of Worship</p> <p><input type="checkbox"/> Fire Service</p> <p><input type="checkbox"/> Court / Jurisdiction</p> <p><input type="checkbox"/> Library</p> <p><input type="checkbox"/> Community Centre</p> | <p><input type="radio"/> INDUSTRIAL</p> <p><input type="checkbox"/> Quarry</p> <p><input type="checkbox"/> Borrow Pit</p> <p><input type="checkbox"/> Mining / Minerals</p> <p><input type="checkbox"/> General Manufacturing</p> <p><input type="checkbox"/> Metal or Wood Factory</p> <p><input type="checkbox"/> Paper, Chemicals, Textil</p> <p><input type="checkbox"/> Stones, Sediment, Ceramics</p> <p><input type="checkbox"/> Water Packaging, Bottling</p> <p><input type="checkbox"/> Agro-Allied</p> <p><input type="radio"/> PUBLIC UTILITY UNIT</p> <p><input type="checkbox"/> Post Office</p> <p><input type="checkbox"/> Power Station/ Subst./ Transformer</p> <p><input type="checkbox"/> TV Or Radiostation</p> <p><input type="checkbox"/> Water Treatment Plant</p> <p><input type="checkbox"/> Dump Site</p> <p><input type="radio"/> TRANSPORTATION</p> <p><input type="checkbox"/> Bus Depot</p> <p><input type="checkbox"/> Motor Park</p> <p><input type="checkbox"/> Lorry / Trailer Park</p> | <p><input type="radio"/> OPEN SPACE / GREEN AREA</p> <p><input type="checkbox"/> Play Ground / Picnic Area</p> <p><input type="checkbox"/> Recreation and Holiday Resort</p> <p><input type="checkbox"/> Amusement Park</p> <p><input type="checkbox"/> Game Reserve / Zoo</p> <p><input type="checkbox"/> Sports Area</p> <p><input type="checkbox"/> Golf Course</p> <p><input type="checkbox"/> Equestrian Centre</p> <p><input type="checkbox"/> Country Club / Health Farm</p> <p><input type="checkbox"/> Neighbourhood Park</p> <p><input type="checkbox"/> Recreational Centre</p> <p><input type="checkbox"/> Entertainment Complex</p> <p><input type="checkbox"/> Cemetery</p> <p><input type="checkbox"/> National Memorial Park</p> <p><input type="checkbox"/> Local Park</p> <p><input type="checkbox"/> District Park</p> <p><input type="checkbox"/> Prayer Site</p> |
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Documents to submit for Application of R-of-O	PRIVATE
One Passport sized Photograph	required
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
Change of Ownership and Clearance Form and Agreement (transfer or sale) or	
Transaction Deed or Letter of Administration or	required
Allocation Letter	
Police Report and Court Affidavit	Lost or Stolen Documents

PAYMENT

The Amount includes the Processing Fee for Application, the Preparation Fee for the Offer of the Right of Occupancy and the Site Inspection Fee.

The Payment is not refundable and must be paid at **ACCESS BANK** , Account Number **0777515446**.

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.