This Form is FREE and NOT FOR SALE
(this Form can be copied)

CNA

Change of Name on Proof of Ownership

Version 4

NASARAWA STATE OF NIGERIA
MINISTRY OF LANDS AND PHYSICAL PLANNING

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

APPLICATION FOR CHANGE OF NAME ON PROOF OF OWNERSHIP

Appliction Form for Private and Organisation Title Holder

This Form has to be submitted attached to the UCI or UCO Form with Details of the new Land Owner.
Proof of identity is required. Recognized official ID's include National ID Card, International Passport, Driver's Licence, and Voter's Registration Card.

To apply for Change of Name on Proof Ownership under Lands File Number: _____

A New Land Owner who has taken over a Land with an existing Land Application in Name of the old Owner (previous Applicant) can change the APPLICATION NAME in the File to get the Title in the new Owners Name only if the Land was never titled. Change of Name is changing only the Proof of Ownership from Local Government (Change of Ownership) in an existing Land Application to the new Land Owners Name before the Land got registered by the Ministry of Lands and Physical Planning (MLPP).

1. Application Date: Day / Month / Year 2. Application for: ☐ Private ☐ Organisation

3. Applicant Name: Title / Firstname / Middlename / Lastname 4. Phone: _____

Details of old Land Owner (previous Applicant), Details of the Transaction and Details of the Property

5. Name of previous Applicant: !!! Title / Firstname / Middlename / Lastname !!! or !!! Name of Organisation, Company, School, Church e.g. !!!

6 Address of previous Applicant: _____

7. Phone of previous Applicant : _____ 8. Email: _____

9. Name of new Land Owner: !!! Title / Firstname / Middlename / Lastname !!! or !!! Name of Organisation, Company, School, Church e.g. !!!

It is required to fill and attache the UCI / UCO for the ne Title Holder to this Form and submit them together!

10. Acquisition: ☐ New Change of Ownership ☐ Assignment NOT registered ☐ Power of Attorney NOT registered ☐ Sale Agreement ☐ Letter of Administration Other : _____

11. Property Location and / or Plot Number: _____

12. Property L.G.A.: (Lafia L.G.A.) 13. District: (Bukan Sidi) 14. Town: (Lafia)

15. Purpose for which the Land is used: _____ 16. Value of Improvement: _____

17. Demarcation of Plot: ☐ the Plot is surveyed (Survey Data submitted) ☐ the Plot is NOT surveyed and I need a Property Identification for my TDP
(if your Plot is not surveyed please fill an Property Identification Form PIT)

18. Applicant Signature: _____

Type of Applicant	Processing Fee
Private Individual	5,000
Corporate / Company	5,000
Institutions (School, Church, Health)	5,000
Civil Society and Non Gov. Organisation (NGO)	5,000

PAYMENT
The Amount includes the Change of Name Processing Fee.
The Payment is not refundable and must be paid at **DIAMOND BANK** into the Lands Revenue Account **0025645834** of the Nasarawa State Ministry of Finance.
The Bank Teller must be submitted together with the completed filled Application Form.

Short Application Guidelines and Key steps in the processing of an application for Change of Name (CNA)

Change of Name is changing only the Proof of Ownership in an existing Land Application to the new Land Owner before the Land was ever registered by the Ministry of Lands and Physical Planning (MLPP) to the previous Land Owner (previous Applicant in the File) .

1. A Land Owner who want to change the Proof of Ownership of a Land Application before the MLPP registered the Land must apply with this CNA form.
2. The Applicant (the new Title Owner) must also complete a UCI/UCO form with the details of his full details.
3. Payment for the Processing Fee must be made into the Lands Revenue Account, Nasarawa State Government (see details above).
4. The Bank Teller needs to be submitted with the completed application forms (CNA and UCI/UCO) and the required documents (see details above).
5. ***The Stamping and Registration Fee of 3% of Consideration is due after the evaluation of the property.***

(for more Information get the full Application Guidelines from NAGIS Customer Service or www.nagis.org)

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.

NAGIS Helpline: 0805 482 2552 or 0703 267 7637

Completed forms, evidence of payment and documents can be returned to either: the Ministry of Lands and Physical Planning in Lafia or to the NAGIS Service Centre at Mararaban Gurku or to the Area Offices in Keffi, Nasarawa and Akwanga.

Please read and fill out this form very carefully. Any mistake may cause delay in the processing of your C-of-O!