



NASARAWA STATE GOVERNMENT
NASARAWA GEOGRAPHIC INFORMATION SERVICE

Acknowledgement for NAGIS Field Registration

This is to acknowledge the NAGIS Field Registration:

for: _____

on the Date: Day / Month / Year with Temporary Number: _____

The details were given by: Owner / Applicant Tenant Security Guard Other:

First: _____ Middle: _____ Surname: _____

The Proof of Ownership was captured as:

Customary C-of-O Change of Ownership Power of Attorney (non-reg.) Assignment (non-reg.)

Sales Agreement Letter of Administration Court Judgement Non / Affidavit

Other: _____

with: Private Residential use Other Use: _____

NAGIS Field Team: _____ Field Officer: _____

The next steps to the Certificate of Occupancy (C-of-O):

1.) About one (1) week after the Registration.

A Public Display will be presented at NAGIS Service Centre with the Details of the Area, the demarcated plots and Temporary Number.

2.) About three (3) weeks after the Registration.

The Right of Occupancy Offer Letter and the Initial Bill will be ready to be accepted by the Land Owner to. After receiving the signed Acceptance Letter and the evidence of Payment of the Initial Bill, NAGIS will produce and forward the C-of-O to the Governor of Nasarawa State, His Excellency Engr. Abdullahi A. Sule for his signature.

3.) About five (5) weeks after Registration.

The NAGIS Customers Service will inform the Land Owner to collect the C-of-O.

Bills / Payments and Costs of the C-of-O:

- All Land Owners are not to pay any Amount to the Field Team for any Service or Forms. All Forms are Free of Charge.
- The process to obtain the C-of-O will include 2 Bills. The Initial Bill and the Processing Bill.
- The Initial Bill contains 5 Fees to be paid to the in reference to the CBS Invoice Number direct at NAGIS Service Centre, Karu or NAGIS Head Office, Lafia with POS or Online Payment or at www.nasarawaigr.com (CBS, Central Billing System) when accepting and collecting the Right of Occupancy Offer Letter.
- The Fees are 1. Ground Rent from Offer Date to the End of the Offer Year, 2. Registration of C-of-O, 3. Preparation of C-of-O, 4. Charting Fee and Cost of TDP, 5. Development Levy. The Rates of the Fees depending on the Location of the Property and are graduated by Zone A (developed Urban Area), Zone B (undeveloped Urban Areas) Zone C(Local Areas) and Zone D (Rural Area).
- The Processing Fee of 15,000 Naira has to be paid before collecting the C-of-O.

Disclaimer

This acknowledgement does not in anyway validate the authenticity of the submitted details and documents described above. All details and documents are subject to further verification for authenticity.

