



Statutory Right of Occupancy Required Documents

Organisation Application

1. Completed application form (SRI)
2. Corporate Seal
3. Corporate Affairs Commission Certificate of Incorporation/Registration
4. Photo ID of the CEO or a Director (and Authorized Representative): National ID Card or Int'l Passport or Driver's license or Voter's Card
5. Land Transfer Documents such as Sales Agreement or Deed of Transfer or Inheritance Document, including Root of Title or Affidavit
6. Survey Plan (and Charting for Confirmation Report)
7. Tax Clearance Certificate of the Organization
8. Utility Bill to verify Organization's office address
9. Court affidavit and Police Report for lost or stolen documents
10. If using an Authorized Representative, a signed appointment letter and Photo ID is required
11. Evidence of processing fee (KW-IRS receipt)
12. Valuation Report
13. Site Analysis Report / Environmental Impact Assessment Report