



KWARA GEOGRAPHIC INFORMATION SERVICE (KW-GIS)

APPLICATION FOR STATUTORY RIGHT-OF-OCCUPANCY

Application Form for Individuals

Application Date: Day / Month / Year

KWL

File Number

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 :

1. Title:	First:	Middle:	Surname:
2. Phone 1:	Phone 2:	3. Email:	
4. Identification:	☐ Int. Passport	☐ National ID Card	☐ Driver's Lic. ☐ Voter's Card
	ID No.:		
5. Gender:	☐ Male ☐ Female	6. Date of Birth: Day / Month / Year	7. Occupation:
			8. No. of Children:
9. Nationality:	10. State of Origin:	11. Local Gov.:	
12. Marital Status:	☐ Single	☐ Married	☐ Separated
	☐ Divorced	☐ Widowed	
13. Religion:	☐ Islam	☐ Christianity	☐ None
	☐ Other	Specify:	
14. Education:	☐ Primary	☐ Secondary	☐ Tertiary
	☐ Other	Specify:	

15. House No.:	Street Name:	Ward:
Village:	City/Town:	Local Gov.:
State:	Country:	P.O. /P.M.B.:
		C/O:
Additional Information For Address: (opposite of...,near to...)		

16. Delivered in Person?	☐ YES ☐ NO	If "No", provide the Representative details below:
17. Title:	First:	Middle:
		Surname:
18. Phone 1:	Phone 2:	19. Email:
20. Identification:	☐ Int. Passport	☐ National ID Card
	☐ Driver's Lic.	☐ Voters Card
	ID No.:	

21. Is the Parcel delineated by Survey Plan ?	☐ YES ☐ NO		
22. Is the Applicant the original Land Owner?	☐ YES ☐ NO		
	If "No", how did you acquire the Plot and who is the former Owner?		
☐ Sales Agreement	☐ Deed of Conveyance/Assignment/Transfer	☐ Allocation Letter	☐ Customary Grant
☐ Deed of Gift	☐ Inheritance	☐ Letter of Administration	☐ Other:
Name of Former Owner:		Date of Transaction: Day / Month / Year	
23. Plot Size:	Plot Number: (if applicable)	Street Name:	Ward:
24. Village:	25. City/Town:	26. Local Gov.:	
27. Additional Address Information:			

28. Purpose for which the Land is used / required:
(for appropriate description see below 28a)

29. Plot Condition: ☐ Developed ☐ Undeveloped

30. If Developed, Value of Improvement:

31. Write your comment:

To your knowledge, is the land parcel the subject of any dispute? ☐ YES ☐ NO

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 and may be published in the media.

☐ I have read and I acknowledge the above declaration.

Applicant Signature: Representative Signature (see Item 16):

28 a. Specify the Landuse or the Purpose Clause and copy the description to item 28 above:

☐ **RESIDENTIAL**
☐ Private Residential
☐ Government Residential
☐ Government Housing Estate
☐ Palace
☐ **MIXED USE**
☐ Commercial - Residential
☐ Residential - Industrial
☐ **Gas & Fuel Supply**
☐ Gas Plant
☐ Petrol Filling Station
☐ **AGRICULTURAL**
☐ Agricultural Farmland
☐ Plantation
☐ Urban Agriculture
☐ Ranch
☐ Fish Pond
☐ Poultry
☐ **Religious**
☐ Church
☐ Church (Private)
☐ Mosque
☐ Mosque (Private)
☐ Shrine

☐ **COMMERCIAL**
☐ Hotel (16 and Above)
☐ Hostel
☐ Guest House (1-10 Rooms)
☐ Guest House (11-15 Rooms)
☐ Restaurant / Fast Food
☐ Shops
☐ Shopping Mall / Plaza
☐ Small Shops / Corner Shops
☐ Market
☐ Supermarket
☐ Shopping Complex
☐ Office Complex
☐ Commercial Bank
☐ Housing Estate
☐ Microfinance Bank / Cash Centre
☐ Cinema / Theatre
☐ Carwash(Road Side)
☐ Carwash(Modern)
☐ Laundry
☐ Sports Facility
☐ Betting and Lottery
☐ Tv or Radiostation
☐ Polytechnic
☐ University
☐ Day Care
☐ College of Education

☐ Religious School
☐ Other Tertiary Institution
☐ Laboratory
☐ Primary/Secondary School(Public)
☐ Primary/Secondary School(Private)
☐ Hospital(Public)
☐ Hospital(Private)
☐ Research Institution
☐ Pharmacy
☐ Hostel With Shops
☐ Motor Park
☐ Truck Park / Lorry
☐ Clinic
☐ Ware House
☐ Event Hall
☐ Amusement Park
☐ Holiday Resort
☐ Picnic Area
☐ Golf Course
☐ Sport Area
☐ Night Club
☐ Recreational Centre
☐ Country Club / Health Farm
☐ Medical Laboratory Diagnostic Centre(Private)
☐ Medical Laboratory Diagnostic Centre(Public)
☐ Other (Vocational,JMB Centre,Computer Centre)

☐ Bus Stand
☐ Public Parking
☐ Telecom Mast / Station
☐ Community Hall
☐ Local Eatery
☐ Private Hall
☐ **PUBLIC UTILITY UNIT**
☐ Power Station
☐ Sewage Treatment Plant
☐ Game Reserve / Zoo
☐ Water Treatment Plant
☐ Dump Site
☐ Play Ground
☐ Recycling Facility
☐ **Public Institution**
☐ Secretariat(State/Local)
☐ Government Institution (Office)
☐ Library
☐ Court / Jurisdiction
☐ Fire Department
☐ Barracks
☐ Non Governmental Organization

☐ **INDUSTRIAL**
☐ Quarry
☐ Borrow Pit
☐ Mining
☐ General Manufacturing
☐ Metal or Wood Factory
☐ Paper, Chemicals, Textile
☐ Stones, Sediment, Ceramics
☐ Agro-Allied Industry
☐ Showroom (Furniture,Electronics)
☐ Pharmaceutical
☐ Organized Mechanic Workshop
☐ Block Making
☐ Meat Packaging/Slaughterhouse
☐ Steel Industry
☐ Water Packaging, Bottling or Sachet Product
☐ Rice Mill
☐ Food Processing
☐ Feed Mills
☐ Sawmill

Referred by : Referee ID : Referee Phone No :

Documents to Submit for Application for C-of-O :

- One passport-sized photograph
- Photo ID : National ID Card **or** Int'l Passport **or** Driver's License **or** Voter's Card
- Land Transfer Documents such as Sales Agreement **or** Deed of Transfer **or** Inheritance Document, including Root of Title or Affidavit
- Survey Plan (and Charting for Confirmation Report)
- Current Tax Clearance Certificate
- Utility bill to verify Applicant's home address
- Court affidavit and Police Report for lost or stolen documents
- If using an Authorized Representative, a signed appointment letter and Photo ID is required
- KW-IRS receipt
- Valuation Report
- Site Analysis Report / Environmental Impact Assessment Report

KW-GIS Helpline: 0706 669 6401 or 0701 356 3921
Email: info@kwgis.org; Web: www.kwgis.org

Payment

A one-time, non-refundable Processing Charge of N50,000 Is required.

The charge must be paid to KW-IRS

KW-IRS receipt must be submitted together with the completed Application Form.

Completed forms, evidence of payment and documents should be returned to:

KW-GIS Office at Commissioner's Lodge Way, G.R.A., Ilorin, Kwara State, Nigeria.

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