

## LAND REGISTRATION GUIDELINES

In accordance with the provisions of the Land use act of 1978.

Obtain a Statutory Right of Occupancy (R of O) application form from:
Desk Officer at cost of N2,000.
Sokoto State Ministry of Lands and Surveys,
Giginya Secretariat Complex,
Eastern Bye-Pass, Sokoto.
0700000000

OR

Download the Application Form by <u>clicking here</u> from the Website for free Fill out the form completely and accurately. Leave NO section empty or unanswered.

- 2. Applicants are required to attach the following Documents:
  - Three Passport-sized Photograph
  - Any valid means of Identification (Valid Driver's License, Voter's Card, National ID, International Passport)
  - Sales Agreements, Evidence of gift or Inheritance Documents.
  - Sketch Plan (Obtainable from the Surveyor General's Office or a Licensed Surveyor).
  - Evidence of Current Tax Clearance Certificate and Certificate of Incorporation for corporate organizations obtainable from <a href="https://soirs.com/invoice.">https://soirs.com/invoice.</a>
  - Prove of ownership from Local Government concern and endorsement from District/Village Head.
  - Evidence of payment (printed bank teller) of non-refundable application processing fee by remmitta or E-tax payment through SOIRS or click here to pay online.
- 3. Duly completed application form, as in (2) above, will be submitted to the Zonal Land Officer, Sokoto State Ministry of Lands and Surveys along with evidence of payment.



- 4. The Applicant will be invited for a joint site inspection within 5 working days of submission of the application form via Telephone, SMS and or Email.
- 5. All applicants will receive a response within 10 working days from the date of joint site inspection via Telephone, SMS and or Email.
- 6. Successful Applicant will receive an Offer of Right of Occupancy subject to approval, an Invoice for the final Bill (Ground Rent, Registration fees, preparation fees and Development charges), and the applicant will sign office copy to signifies acceptance of terms and conditions contained in the Right of occupancy (R of O) on the day of collection of the R of O. Please click here for the schedule of fees for Ground Rent, Registration fees, preparation fees and Development charges. The schedule of fees is in accordance with the provision of Land Use Act of 1978.
- 7. Evidence of payments (Bank Teller and E-receipt) of fees as contained in item Six (6) and a signed office copy of R of O should be returned to the Head of R of O.
- 8. Preparation, execution and registration of Certificate of Occupancy will be concluded within 7 weeks.
- Successful Applicants will be notified by phone SMS or mail for collection of the Certificate of Occupancy (C of O) which would be issued by the Deed Registrar Lands, Sokoto State Ministry of Lands and Surveys 070000000 at info@mols.skt.gov.ng.

For further information contact Sokoto State Ministry of Lands and Surveys at +234 070000000 or info@mols.skt.gov.ng. or visit our website at <a href="https://mols.skt.gov.ng">https://mols.skt.gov.ng</a>.

Signed:

Honorable Commissioner

Sokoto State Ministry of Lands and Surveys.

October, 2023