



# NASARAWA STATE URBAN DEVELOPMENT BOARD (NUDB)

**Head office:** P.M.B 059 Jos Road Lafia, Nasarawa State.  
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*Office Hours: 8:00am - 4:00pm (Mondays - Fridays)*

## The Procedure for Obtaining Signage and Advertisement Permit in Nasarawa State

The Nasarawa State Urban Development Law 2008, empowers the Nasarawa Urban Development Board (NUDB) to grant permission and approval for the erection of structures within the areas designated as Urban Centers. The Board's mandate includes approval for signage and advertisement. The Board is located at Bukan-Sidi along Jos Road, Lafia. P. M.B 051 Lafia.

**Below are the five steps for obtaining a signage and advertisement permit**

### Step one

#### Application

Write an application addressed to the Managing Director of Nasarawa State Urban Development Board stating the exact location and size of the billboard to be erected

### Step two

#### Physical Inspection

Officials of the Board will undertake a physical inspection of the area to ascertain its suitability to host a billboard

### Step three

#### Assessment and Issuance of bill

Officials from the Signage Department will then assess the volume of the project and issue a bill to the client



#### Step four

##### Payment of fee

The client will proceed to pay the processing fee as contained in the State's Harmonization Law 2022 <https://nasarawastate.gov.ng/portfolio/nsharl2020/> through the Central Billing System <https://irs.na.gov.ng/>

#### Step five

##### Issuance of approval

Upon payment of the required fee, a written Approval with appropriate conditions will be issued by the Board

#### Requirements/Documentation

The requirements/documentation for obtaining approval for signage and advertisement include:

- i. Physical application
- ii. Statement of purpose of the signage or advertisement
- iii. Verification of the compatibility of the billboard with the location
- iv. Payment of the required fee

#### Timeframe

Approval is granted within 48 hours after payment of the processing fee and inspection is carried out.

#### Legal Backing

Section 11(1)(K) of the Nasarawa State Urban Development Law 2008, empowers the Nasarawa Urban Development Board (NUDB) to grant permission/approval for the erection of structures within the areas designated as Urban Centers.

#### Inquiries and Complaints

All inquiries and complaints can be directed to 08062861078, 09152593642, 08039145625

Signed

**Managing Director**  
Nasarawa State Urban Development Board (NUDB)